



**SOUTHWEST OKLAHOMA
REGIONAL TRANSPORTATION
PLANNING ORGANIZATION**

**Transportation Policy Board Meeting Agenda
September 26, 2024
10:00 a.m.**

Right click on the link below to
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Teams

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SWODA Building
420 Sooner Dr.
Burns Flat, OK 73624
580-562-4882

**Red River Technology Center
Business & Industry Services Building
Center Building 107, Room 514
3300 W. Bois D'Arc
Duncan, OK 73533
580-255-2903**

Policy Board Members	Location/ Virtual	Attendance A/P	Policy Board Members	Location /Virtual	Attendance A/P
Adams, Shawn	Duncan		Almquist, Brent	Burns Flat	
Archer, Anita	Burns Flat		Barry, Ed	Burns Flat	
Callahan, Joe	Burn Flat		Demel, Sam	Duncan	
Earp, Jay	Duncan		Glasgow, Debora	Burns Flat	
Harding, Heather	Burns Flat		Martin, Devin	Burns Flat	
Miller, Lyle	Burns Flat		Roggow, Lyle	Duncan	
Smith, Sheree	Burns Flat		Wallace, Mike	Burns Flat	
Winkler, Dale	Duncan		Zigler, Tom	Duncan	

1. Call to Order.
2. Roll Call.
3. Introduction of Guests.
4. Discuss and consider approving the June 27, 2024, minutes.
5. Old Business.
 - A. Discuss and provide direction on the development of the interactive Safety Map and the collection of information to identify safety issues.
 - B. Hold a public hearing to discuss and consider adopting No. 2024-2 Amendment #3 to the Public Participation Process document.
6. New Business.
7. Discuss and adopt Resolution No. 2024-03 approving the FFY 2025 Planning Work Program.
8. Discuss and approve the FFY 2025 Joint Certification.
9. Receive update on Regional Transportation Plan and provide comments.

- A. RTP Chapter 2, Data, Table of Contents
- B. 2045 Forward Logo: Moving People and Goods Across Southwest Oklahoma
- C. Frequently Asked Questions for meetings/handouts
- D. Survey questions

10. Reports and Comments:

- A. ODOT Division Engineer.
- B. ODOT Mobility & Planning.
- C. Members.
- D. ASCOG.
- E. SWODA.
- F. SORTPO.

- Mobility Navigation – funding, number of calls/presentations
- OK Challenge Teen Safe Driving Event – October 22nd
- Walkability Facilitator Training October 15th in Weatherford and October 16th in Duncan
- Interim Study House 046 – October 7th
- 2024 NADO IMPACT Award – to be presented in October.

11. Adjourn.

Notice of this meeting was made to Washita County Clerk by annual posting and this agenda was visibly displayed on the front door of the SWODA office at 420 Sooner Dr., Burns Flat, OK and ASCOG office at 802 W. Main Street, Duncan, OK on September 20th at 8:00 a.m. If individual with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in the meeting, notification to SWODA Director of Transportation at (580)-562-4885 at least 48 hours prior to the scheduled meeting is encouraged to make necessary accommodations. Southwest Oklahoma Regional Transportation Planning Organization (SORTPO) may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for LEP individual are not necessary accommodation.

**Southwest Oklahoma Regional Transportation
Planning Organization (SORTPO)
Transportation Policy Board Meeting
MINUTES
June 27, 2024
10:00 a.m.**

**SWODA Building
420 Sooner Dr.
Burns Flat, OK 73624
580-562-4882**

**Red River Technology Center
Business & Industry Services Building
Center Building 107, Room 514
3300 W. Bois D'Arc
Duncan, OK 73533
580-255-2903**

Members	Alternate	Attendance A/P	Location/ Virtual
Shawn Adams	Brent Lister	P	Burns Flat
Brent Almquist	-	A	-
Anita Archer	-	A	-
Ed Barry	-	P	Burns Flat
Joe Callahan	-	P	Burns Flat
Sam Demel	-	A	-
Jay Earp	Dustin Vaughn	P	Duncan
Debora Glasgow	-	P	Burns Flat
Devin Martin	-	A	-
Lyle Miller	-	P	Burns Flat
Lyle Roggow	Henry Lehr	P	Duncan
Sheree Smith	Pam Ruiz	P	Burns Flat
Mike Wallace	-	A	-
Dale Winkler	-	P	Duncan
Tom Zigler	Ron Peel	P	Duncan

1. Call to Order.

Ed Barry, Policy Board Vice Chair, called the meeting to order.

2. Roll Call.

Quorum declared.

3. Introduction of Guests.

Craig Moody, Poe & Associates (BF)

Jeremy Planteen, Poe & Associates (BF)

Nahili Billy, Poe & Associates (D)

Donner Kahl, High Street (Virtual)
Ryan Caro, High Street (Virtual)
Tom Zigler, ASCOG (Virtual)
Michael Ryburn, SWODA (BF)
Cristi Williams, SWODA/SORTPO (BF)
Dana Church, SWODA/SORTPO (BF)

4. Discuss and consider approving the April 25, 2024, minutes.

Lyle Miller made the motion to approve the April 25, 2024 policy board minutes as presented. Debora Glasgow seconded.

Motion carried.

5. Discuss and consider approving appointment of new Chairman to fulfill the unexpired term.

Heather Harding has stepped down as Chairman due to her job requiring extensive travel, she's unable to make a commitment to this board. Her term was scheduled to end January of 2025.

Dale Winkler nominated Tom Zigler. Henry Lehr made the motion to accept the nomination of Tom Zigler as the chairman for the unexpired term. Seconded by Dale Winkler. Motion carried.

(Note: Tom Zigler asked Ed Barry to continue as the presiding chairman for today's meeting since to was not able to attend in person.)

6. Old Business.

No Old Business.

7. New Business.

No New Business.

8. Discuss and consider approving the goals and objectives for the Regional Transportation Plan (RTP).

Julie Sanders introduced this agenda item.

- Previous sessions included discussions with the technical and policy committees regarding the goals and objectives.
- Consultants helped narrow down and refine the goals through a survey.
- The technical committee reviewed and recommended the goals on June 13th.

Craig Moody with Poe and Associates

- High Street worked with SORTPO staff, board and committee members to formulate goals and objectives through discussions and surveys.

- Presentation by High Street will explain the final goals and updates to be considered for approval today.

Donner Kahl with High Street

- Recap: High Street reviewed the county and the regional transportation plans to get the original draft goals. The goals were presented and discussed at the technical committee and then to the policy board. Input from the meetings, in addition to the survey to capture additional details and comments were integrated into the goals and objectives you see listed on the presentation (and in member packets). This presentation was received by the July Technical Committee participants as well. *Slide presentation and handouts provided (see attached).*
- The survey ran for about three weeks with 13 responses.
- Demographic summary of respondents was shared.
- Various comments were obtained through the surveys. It was noted that if members do not see their comment reflected in the presented goals, the consultants felt the comment fit better in other parts of the report such as the trends analysis or scenario planning. Comments were not forgotten – just saved for other parts of the plan.
- The wording and intent of each goal and objective was reviewed and time was made available for comment.
- Through the survey, the majority of the respondents reported that each goal completely reflected the priorities of SW Oklahoma.
- The changes to the goals from the last policy meeting are as follows:
 - Quality of Life-Added the word *equitable* to the objective wording. “Deliver an equitable transportation system that supports southwest Oklahomans’ quality of life.”
 - Economy-added the words *economic development centers* and removing the word *land use planning* to the third objective which now reads, “Coordinate with local governments, tribal governments, and economic development centers to support the transportation system.”
 - Environmental-The first objective was adjusted to read, “Coordinate with ODOT to reduce emissions associated with the transportation system.” This change would take a more collaborative approach toward the environmental goal and emissions.

The consultant team finds that the goals reflect both the regional and local transportation plans as well as the local priorities. The consultant team recommends that the goals are accepted. It was noted that the SORTPO Technical committee also recommends approval with the discussed updates.

Henry Lehr made a motion to approve the goals as presented. Dale Winkler seconded the motion, no discussion, motion approved.

9. Discuss and consider approving the population and employment forecasts for the Regional Transportation Plan (RTP).

- High Street led the discussion for this agenda item with digital and paper slide presentation.
- Discussion on two data sources for population forecasts: Woods & Poole (private vendor) and Oklahoma Department of Commerce.
- Presentation of the population estimates and forecasts, including 2010 values from the US Census and future projections from Woods & Poole.
- Methodology discussed:
 - Woods & Poole:
 - Specializes in long-term economic and demographic projections.
 - Uses a dynamic model considering population flows between regions.
 - Provides detailed data including race, ethnicity, income, and employment.
 - Data can be updated annually, allowing for adjustments.
 - Oklahoma Department of Commerce:
 - Uses birth rates, death rates, and net migration for forecasts.
 - County projections are more generalized and may not account for recent infrastructure investments.
 - Consultants recommend using Woods & Poole due to its detailed variables and frequent updates.
- County Comparisons
 - Low Similarity Counties:
 - Comanche, Cotton, Grady, Jackson, McClain: Woods & Poole forecasts higher populations compared to the Department of Commerce.
 - Moderate Similarity Counties:
 - Beckham, Custer, Jefferson, Stephens, Tillman, Washita: Differences range from fewer people to slight increases in population forecasts.
 - High Similarity Counties:
 - Caddo, Greer, Harmon, Kiowa, Roger Mills: Minimal differences between Woods & Poole and Department of Commerce forecasts.
- Recommendation and Discussion:
 - Consultants and staff recommend using Woods & Poole data for its detailed and updated forecasts.
 - Emphasis on the ability to annually update the transportation plan based on new data.
 - Discussion on the accuracy of past Commerce projections and

- the benefits of Woods & Poole's dynamic model.
- o Consideration of significant events like COVID-19 and new turnpikes affecting population trends.

Henry Lehr made the motion to approve the population and employment forecasts for the RTP. Dale Winkler seconded the motion and motion carried.

10. Discuss and consider adopting Resolution No. 24-1 approving amendment number 1 to the FFY 2024 Planning Work Program.

The PWP is an annual document outlining past activities and future products for the federal fiscal year, with specific funding allocations.

Details for the amendment:

- An additional task called the Transportation Improvement Program (TIP) was included to anticipate ODOT's final designation for the RPO.
- The amendment involves reallocating existing funds without changing the total federal grant amount of \$225,000.
- Funds are being moved to support the TIP, cover overruns in program support, and adjust short-range planning budgets.
- The amendment has been reviewed and approved by ODOT and the technical committee.

Discussion:

- Concerns about potential delays in reimbursement if the amendment is tabled were addressed.
- Delays could affect staff time reimbursements as the threshold for element one has been exceeded.

Motion was made by Lyle Miller and seconded by Debora Glasgow to approve the PWP amendment through Resolution No 24-1, motion carried.

11. Discuss and consider approving the bylaws for the SORTPO Transportation Technical Committee.

Purpose of bylaws

- SORTPO is working toward transitioning out of the RTPO pilot program and being officially designated and recognized as an official RTPO.
- Formal designation will enable the program to apply for additional federal grants through the infrastructure bill and ensure stable funding levels.
- Designation provides job security by preventing potential funding cuts.

Process and Development

- Staff and ODOT counterparts have been working on achieving formal designation over the last 90 days.
- ODOT indicated that having bylaws for the Technical Committee is a

- requirement for formal designation.
- The proposed bylaws have been modeled after governmental technical committees and tailored to meet specific needs.
- The bylaws have been reviewed by ODOT and the Technical Committee.

Discussion

- The Technical Committee is only a recommending body.
- The Technical Committee recommended approval of the bylaws.

Joe Callahan made the motion to approve the Technical Committee Bylaws as presented. Ron Peel seconded the motion, motion carried.

12. Discuss and consider approving Amendment #3 to the SORPTO Transportation Policy Board Bylaws.

Staff have been working closely with ODOT to achieve formal designation as an RTPO. ODOT indicated that the policy bylaws needed to reflect the responsibility for developing a regional transportation improvement program (RTIP) as well as other transportation planning documents.

- Added to the Responsibility Section of the Bylaws: Added words "To adopt a four-year Regional Transportation Improvement Program (RTIP)"

Staff also took the opportunity to modify the language and formatting for clarity and coherence. Specified the responsibilities of and composition of the policy board, including alternate members was updated.

Proposed bylaws have been reviewed by ODOT and the Technical Committee.

Motion made by Dustin Vaughn and seconded by Dale Winkler to approve the Policy Bylaws as presented, motion carried.

13. Discuss and consider approving Amendment #3 to the SORTPO Public Participation Process document and establish a 45-day public review and comment period beginning June 28, 2024, through August 13, 2024.

The proposed amendment is an update to the existing Public Participation Process document to reflect changes necessary for designation as an RTPO. The document, initially scheduled for an update next spring, was expedited to meet a new six-month deadline set by ODOT for the RTPO official designation process.

- The updated document includes additional language and reflects the Regional Transportation Improvement Program.
- The Limited English Proficiency process, previously a separate document, is now incorporated into the Public Participation Process.

- The amendment includes a 45-day public review and comment period from June 28, 2024, through August 13, 2024 – required by federal rules on all amendments.
- Comments from the public, stakeholders, and board members will be collected, addressed, and included in the final document.
- The document will be available on the SORTPO website, Facebook page, and at designated physical locations such as libraries.

Discussion:

- Craig with Poe highlighted the comprehensive nature of the updated document, which includes considerations for underserved communities and compliance with federal regulations.
- The board discussed the importance of responding to all comments received during the public review period and making necessary corrections or updates.
- A public hearing will be held after the 45-day review period to adopt the final document.

The motion was made by Lyle Miller and seconded by Joe Callahan to approve the PPP amendment as presented and to move forward with the 45-day public review. Motion carried.

14. Receive presentation from Amy Graham, Oklahoma Department of Public Safety on the SORTPO collision dashboard and discuss next steps and provide guidance to staff.

Jeremy Planteen with Poe stepped in to demo on Amy's behalf. Oklahoma Department of Public Safety developed a regional collision data dashboard specifically tailored for SORTPO's 16-county region (2017-2021).

Data Analysis and Discussion:

- Construction projects from the eight-year plan were overlaid onto the collision data map to assess potential correlations and opportunities for improvement.
- The dashboard allows for detailed analysis of collision data, including severity metrics categorized by color coding (green to red).
- It integrates construction projects, enabling users to toggle visibility and focus on specific areas of concern.
- Julie encouraged the board to take time to review the data through the dashboard and report back with a list of the priority areas to investigate in more detail. (The technical committee was asked to do the same.)
- SORTPO staff plans to use a GoPro camera to document conditions at the priority sites and share findings with the committee and board.

No immediate action was required at the current meeting, but members were encouraged to familiarize themselves with the dashboard and prepare for prioritization discussions.

Members requested the dashboard link via email for further exploration and discussion. The board acknowledged the importance of using this data to enhance road safety within the SORTPO region.

15. Reports and Comments:

Reports from members.

ODOT Division Engineer news.

Dustin Vaughn commented that divisions were in the process of the redistribution of funds in the existing 8-year construction program and developing the new 8-year construction program.

Lake and Industrial Access funds were previously awarded in Division 7 and the next round's applications will be opening soon.

ODOT news.

None

ASCOG news.

REAP workshop report from Tom Zigler and Ron Peel. Julie presented SPR mini grant information for workshop participants.

SWODA news.

Debora Glasgow-SWODA's REAP award limits were raised for next year's application. The CENA application cycle has begun.

SWODA and SORTPO wrote letters of support for Custer County District 2 ODOT's Lake and Industrial Access application.

Michael Ryburn, SWODA is applying for funding to facilitate a 50/50 grant program to businesses along the Route 66 corridor. This will be for updating signage and façade for the businesses in the SWODA region who apply. Aligns with the national Route 66 celebration slated for 2026.

Cristi Williams presented an update on the Mobility Management Program. (see attached handout for details)

SORTPO news.

OSU Rural Scholars Program Transit Research Project

Dana Church and Cristi Williams gave a recap. Rural Scholar, Erik Inman, is a 'good fit' for the project and for our region and our contacts. He is meeting several of our regional stakeholders and discovering valuable data which is being made available to us in tabular and graphical forms. Rural Scholar program coordinators

are pleased with this type of project and looking forward to continuing and expanding on the topic of rural transit in future years of the rural scholar program.

Oklahoma Challenge Initiative Fall 2024 Event

October 22 in Burns Flat, OK, we will host a safe driver's event with OK Challenge at Western Technology Center. OK Challenge is a safety event for high school students, and we hope to reach up to 900 students through the event. There will be education for students concerning farm equipment safety, construction zone understanding, large commercial truck blind spot awareness, motorcycle safety and much more. There will be multiple agencies participating, and we are looking for volunteers to direct students during the event.

NADO Award of Excellence for SPR Mini Grant.

SORTPO staff will accept the NADO Award for excellence award in July at the National Transportation Conference in South Carolina.

16. Adjourn.

**SORTPO TRANSPORTATION POLICY BOARD
AGENDA ITEM COMMENTARY
September 26, 2024**

Agenda Title: Discuss and provide direction on development of the interactive Safety Map and the collection of information to identify safety issues.

Background: At the June 12, 2024, Transportation Technical Committee meeting, members were presented with a new tool to enhance regional safety analysis. An interactive safety map developed by Jeremy Planteen of Poe & Associates. This map was designed to help identify and prioritize corridors and intersections that have experienced frequent collisions, highlighting areas in need of further examination. Following recent staff involvement in safety-focused meetings and webinars, the need for a more engaging and informative resource was underscored. Staff discussed the value of Jeremy creating an interactive map available on the SORTPO website beginning October 1, 2024 – October 31, 2024. This interactive map would provide for community engagement through identifying collision areas, areas where speeding is a concern, identification of location where signage/road marking is needed, intersections that need additional review, areas prone to flooding, locations where animals tend to cross roadway, pedestrian and bicycle improvements, overgrowth/trees, and other concerns/needs. Results of this engagement process will be instrumental in shaping the Safety chapter of the Regional Transportation Plan (RTP) and supporting future grant applications.

Attachment: Presentation by Jeremy Planteen, Poe & Associates.

Recommended Action: Provide direction on development of the interactive Safety Map and the collection of information to identify safety issues.

**SORTPO TRANSPORTATION POLICY BOARD
AGENDA ITEM COMMENTARY
September 26, 2024**

Agenda Title: Hold a public hearing to discuss and consider adopting No. 2024-2 Amendment #3 to the Public Participation Process document.

Background: The Public Participation Process (PPP) is a crucial component of the regional transportation planning framework, guiding how public engagement is conducted, notifications are issued, and feedback is documented. Originally adopted on December 8, 2016, with subsequent amendments in March 2017 and June 2018, the PPP outlines strategies for engaging the community and ensuring inclusivity, including addressing Limited English Proficiency needs.

In light of new guidance from ODOT regarding RTPO designation, the update to the PPP was expedited from its planned mid-2025 timeline, with SORTPO staff working to meet a revised 6-month deadline. Consequently, the Transportation Policy Board established a 45-day public review period from June 28, 2024, to August 13, 2024. During this review, staff received feedback including a question about the Regional Transportation Improvement Program (RTIP) on page 36. Specifically, there was inquiry about whether the RTIP controls federal funds. It was clarified that while the RTIP is a key component in the federally required Transportation Improvement Program, it does not control federal funds directly. Instead, it includes federal-funded projects as outlined in ODOT's Statewide Transportation Improvement Program. Typographical corrections were also noted and addressed.

Attachment: Resolution 2024-03, Amendment #3 Public Participation Process.

Recommended Action: Adopt Resolution No. 2024-2 Amendment #3 to the Public Participation Process document.

Resolution No. 2024-2

Adopting Amendment #3 to the Public Participation Process document for the Southwest Oklahoma Regional Transportation Planning Organization

Whereas, the South Western Oklahoma Development Authority by Resolution 09-04 created the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO); and

Whereas, through a Resolution 16-06 the South Western Oklahoma Development Authority expanded the SORPTO transportation planning area to include the Association of South Central Oklahoma Governments (ASCOG); and

Whereas, Planning Work Program (PWP) defines SORPTO's planning priorities and describes all transportation-related planning activities anticipated in the program year; and

Whereas, the objective of the PWP is to ensure the transportation planning activities for SORTPO supports the regional transportation planning needs of the area; and

Whereas, the Public Participation Process provides the public and interested parties with opportunities to be involved in the regional transportation planning process, and

Whereas, the Public Participation Process was adopted on December 8, 2016, and

Whereas, the Public Participation Process was amended on March 23, 2017, and June 28, 2018; and

Whereas, Amendment #1 redistributes existing SPR funds to the elements listed below; and

Whereas, Amendment #3 includes updated data for the Limited English Proficiency Plan, techniques for engagement using electronic and social media, and language to reflect the Infrastructure Investment Jobs Act rules and guidance for public participation, and

Whereas, the SORTPO Transportation Policy Board at their meeting on June 27, 2024, established a public review period June 28, 2024 to August 13, 2024, and

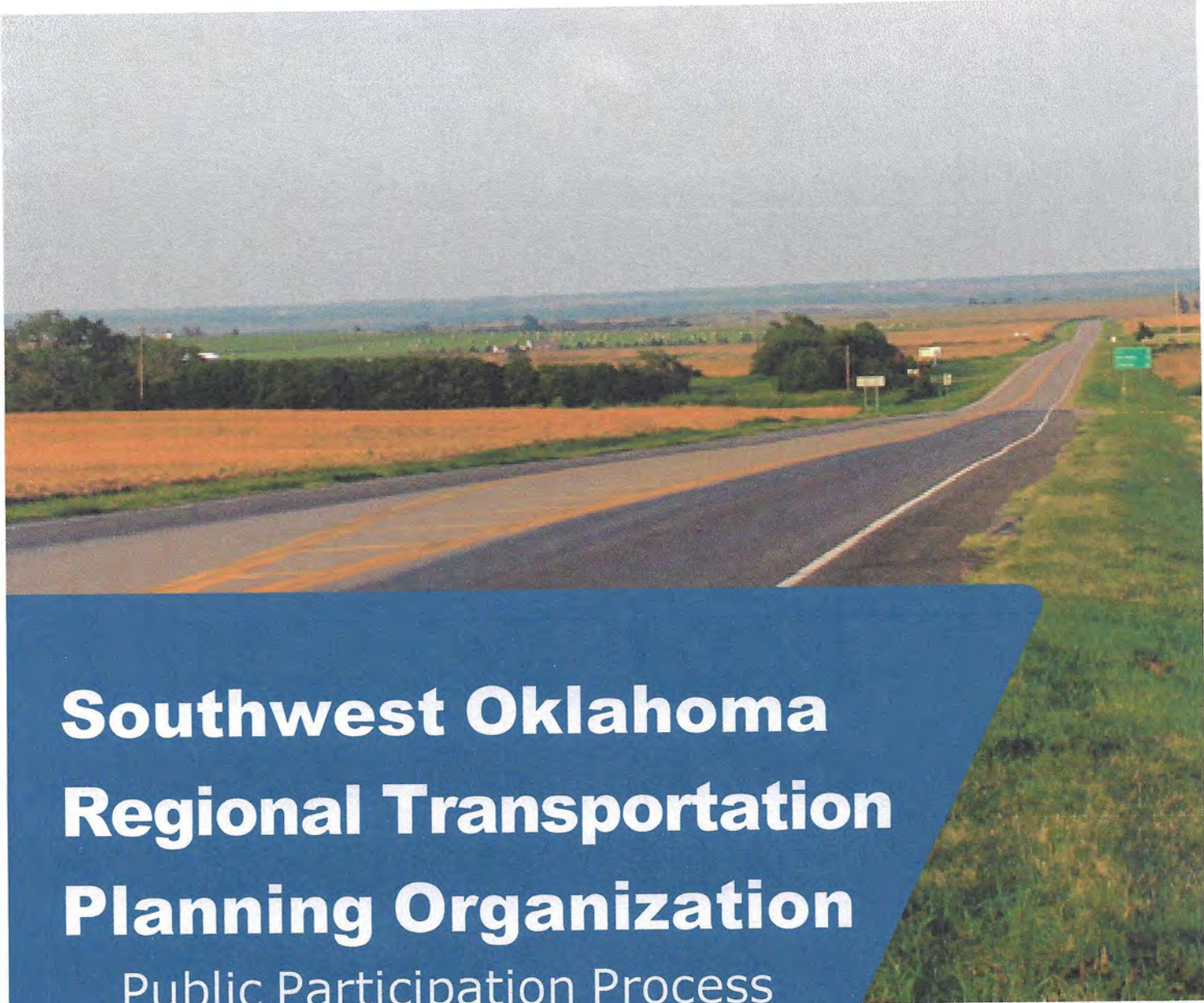
Whereas the SORTPO Transportation Technical Committee at their meeting on September 11, 2024, recommended approval of Amendment #3 to the Public Participation Process.

NOW, THEREFORE BE IT RESOLVED, that the SORTPO Transportation Policy Board hereby approves and adopts Amendment #3 to the Public Participation Process.

Approved and Adopted by the SORTPO Transportation Policy Board and signed this 26th day of September 2024.

, SORTPO Transportation Policy Board

Julie Sanders, Secretary, SORTPO Transportation Policy Board



Southwest Oklahoma Regional Transportation Planning Organization

Public Participation Process

Date Issued
September 2024



Southwest Oklahoma Regional Transportation Planning Organization

South Western Oklahoma Development Authority

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P.O. Box 569
Burns Flat, OK 73624
580-736-7965

Association South Central Oklahoma Government

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Adopted Amendment #1 SORTPO Policy Board Meeting December 8, 2016

Adopted Amendment #2 SORTPO Policy Board Meeting June 28, 2018

Adopted Amendment #3 SORTPO Policy Board Meeting September 26, 2024

Public Participation Process

Publication of this document was financed in part by funds provided by the United States Department of Transportation, Federal Highway Administration. The provision of federal financial assistance should not be construed as denoting U.S. Government approval of plans, policies, programs or projects contained herein.

The Southwest Oklahoma Regional Transportation Planning Organization (SORTPO) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, SORTPO does not discriminate on the basis of race, sex, color, national origin, religion or disability, in the admission, access to and treatment in SORTPO programs and activities.

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Mission Statement



The mission of the Public Participation Plan is to actively engage and empower the community in the planning and decision-making processes for transportation development. We aim to ensure that all voices are heard and considered, fostering a collaborative environment where diverse perspectives contribute to creating a safe, balanced, and efficient regional transportation system that meets the needs and interests of the SORTPO region.

01.

**Purpose of the
Public Participation
Plan**

Purpose of the Public Participation Plan



The Public Participation Process (PPP) is intended to provide direction for transportation public participation activities to be conducted by SORTPO and contains the vision, goals, objectives, and techniques used by SORTPO for public participation. The purpose is to encourage and support proactive public participation throughout the planning and decision-making process related to the development of proposed transportation plans, programs, and projects so that a safe, efficient transportation system reflecting the needs and interests of all stakeholders can be provided. Public participation provides citizens, affected public agencies, private providers of transportation

and other interested parties' reasonable opportunity to comment, participate in goal setting, problem solving, and expand the focus of transportation decision making.

All SORTPO Policy Board and Technical Committee meetings are open to the public and will be conducted in a location that complies with the Americans with Disabilities Act (ADA). A reasonable period for comments from members of the public will be provided prior to the adjournment of said meetings.

In order to ensure adequate public notice and provision of timely information, all meetings of the Southwest Oklahoma Regional Transportation Planning Organization Policy

Public Participation Process

Board and all subcommittee and focus groups are subject to the provisions of the Oklahoma Statutes, Title 25 § 301-314 Open Meetings Act.

Official notification of Public Meetings, Public Hearings, and Public Review and Comment periods will also be posted on the SORTPO website and may be provided to individuals or agencies for posting at the following locations and other locations identified by SORTPO staff to encourage minority and other underserved populations to participate in the process:

- The Administrative Offices of each local member jurisdiction
- Departments of Human Services
- Libraries
- Newspapers (Appendix 2)
- Ethnic and minority gathering places (see paragraph under Civil Rights)

A copy of legal notices shall be retained by SORTPO for a period of three (3) years after the end of the Federal Fiscal Year. When, and if, non-English newspapers of general circulation are initiated in the Southwest Oklahoma region, SORTPO staff will work with these newspapers to have meeting notices printed in the appropriate language in their publications. The SORTPO staff is available during normal business hours to discuss technical and policy information with citizens and other interested parties. The SORTPO offices are located at 420 Sooner Drive, Burns Flat, Oklahoma. SORTPO staff are available to meet with outside groups after normal business hours, arrangements must be made at least 48 hours in advance of the meeting. Copies of all available documents and other materials are available for the cost of postage.

Define meeting notice, public hearing, public review and comment



02.

Acronyms

Acronyms

ASCOG - Association of South-Central Oklahoma Governments

EJ – Environmental Justice

FAST Act - Fixing America’s Surface Transportation Act

FHWA - Federal Highway Administration

FY - Fiscal Year

FFY - Federal Fiscal Year

LEP - Limited English Proficiency

MAP-21 - Moving Ahead for Progress in the 21st Century Act

ODOT - Oklahoma Department of Transportation

PPP - Public Participation Process

PWP - Planning Work Program

RAISE Grant – Rebuilding American Infrastructure with Sustainability and Equity

RTP – Regional Transportation Plan\

RTPO - Regional Transportation Planning Organization

RTIP – Regional Transportation Improvement Plan

SPR - State Planning and Research

SORTPO - Southwest Oklahoma Regional Transportation Planning Organization

SWODA - South Western Oklahoma Development Authority

TPB – Transportation Policy Board

TTC – Transportation Technical Committee

03.



Introduction

Introduction

“Transportation affects nearly every aspect of a person’s life. Whether you are driving to work, riding a bike or walking to the store, taking the bus to a doctor’s appointment, your transportation system is there to move you. Transportation brings food from the farm to your local store, services to your community, and provides connections to jobs.”¹

Public participation is a fundamental component of the transportation planning process. It ensures that the community has a voice in the decisions that affect their daily lives and the future of their region. SORTPO is committed to fostering an inclusive and transparent planning process by engaging the public at every stage of transportation project development. This principal guides SORTPO’s approach to public participation, emphasizing the importance of accessibility, transparency, and responsiveness.

Transportation helps shape the region’s economic health and quality of life. Not only does the transportation system provide for the mobility of people and goods, it also influences patterns of growth and economic activity by providing access to land. The performance of the system affects public policy concerns like air quality, environmental resource consumption, social equity, land use, urban growth, economic development, safety, and security. Transportation planning recognizes the critical links between transportation and other societal goals.

The planning process is more than merely listing highway and transit capital projects. It requires developing strategies for operating,

managing, maintaining, and financing the region’s transportation system in such a way as to advance the region’s long-term goals.

SORTPO is a regional transportation planning leader for facilitating collaboration and input opportunities into decision making for future transportation infrastructure, safety, and economic growth in southwest Oklahoma. SORTPO region spans 16 counties across southwest Oklahoma (Beckham, Caddo, Comanche, Cotton, Custer, Grady, Greer, Harmon, Jackson, Jefferson, Kiowa, McClain, Roger Mills, Stephens, Tillman, and Washita Counties (see map on page 11).

The Public Participation Process (PPP) is a framework for accomplishing the cooperative process goals among the SORTPO members, Transportation Technical Committee and Transportation Policy Board public agencies (including emergency response agencies), elected officials, and citizens.

Being consistent with Title VI of the Civil Rights Act of 1964 which ensures that no person shall, on the grounds of race, color, sex, national origin, or physical handicap, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program receiving Federal assistance from the United States Department of Transportation; and moreover, seeking out and considering the needs of those traditionally underserved by existing transportation systems, including, but not limited to, low income and minority households.

¹ U.S. Department of Transportation Federal Highway Administration, 2015, “A Guide to Transportation Decision-making,” Washington, DC.

Public Participation Process

The public participation factors outlined in this document will guide the development of the Regional Transportation Plan (RTP), Regional Transportation Improvement Plan (RTIP), Planning Work Program (PWP) and other relevant transportation policies, plans, programs, and projects. These guidelines may also be used in other planning activities by SORTPO, considering specific program requirements and needs. The objective of updating the PPP is not only to continue guiding SORTPO staff in crafting public outreach strategies for the transportation improvement process but also to intensify efforts to engage the region's Title VI community. This community includes older adults, individuals with limited English proficiency, people with disabilities, ethnic

groups, and low-income households. The process seeks to maximize educational opportunities on transportation issues and to encourage citizens to offer their ideas and express their opinions early and often.

Meaningful Public Involvement

USDOT defines meaningful public involvement as a process that proactively seeks full representation from the community, considers public comments and feedback, and incorporates that feedback into a project, program, or plan when possible. The impact of community contributions encourages early and continuous public involvement and brings diverse viewpoints and values into the transportation decision-making process.



Figure 1: Public Participation Process "US Department of Transportation"

SORTPO actively seeks the views of historically disadvantaged people including racial and ethnic minorities, people with disabilities, seniors, and people with low and moderate incomes.

1 - Inform, Reach Out, and Educate the Public

Inform and educate stakeholders and interested citizens, share information, and increase the overall awareness of regional planning and transportation activities in the SORTPO region. Involve underserved communities in the regional transportation planning process.

2 - Engage the Public and Encourage Ongoing Participation

Ensure the public have been provided with adequate and meaningful opportunities to participate in the decision-making process. Establish a significant and ongoing public participation in transportation planning processes.

3 - Promote Open and Accessible Involvement

Document and review all input received from diverse audiences and use the input to shape plans and programs. The process will be transparent and open to the public.



Figure 2: Ways to Get Involved in the Transportation Planning Process

Southwestern Oklahoma Regional Transportation Planning Organization Counties

Beckham, Caddo, Comanche, Cotton, Custer,
Grady, Greer, Harmon, Jackson, Jefferson,
Kiowa, McClain, Roger Mills, Stephens, Tillman,
and Washita.

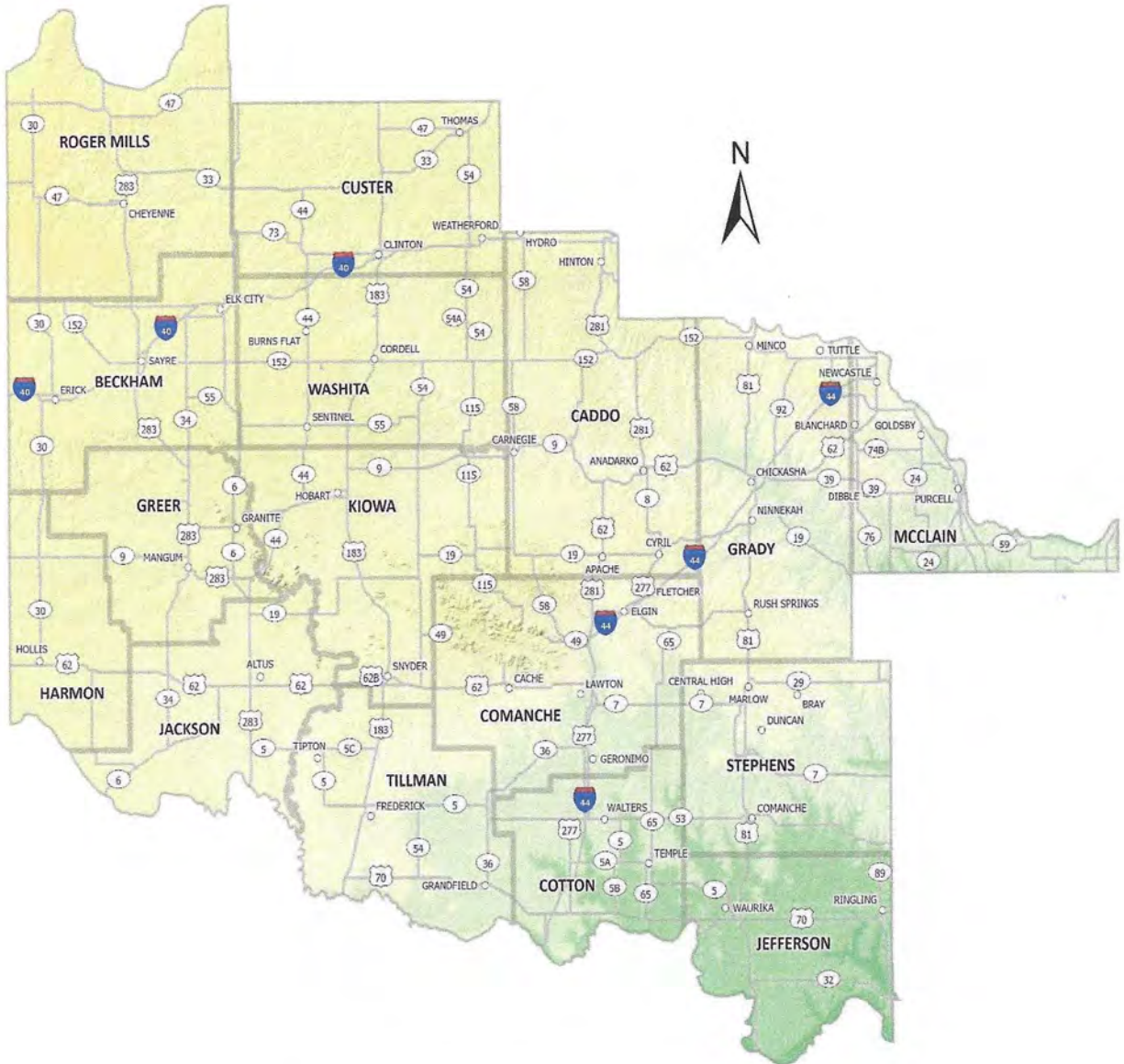


Figure 3: Map of the Oklahoma Southwest Region

The image below illustrates the regional transportation planning process.

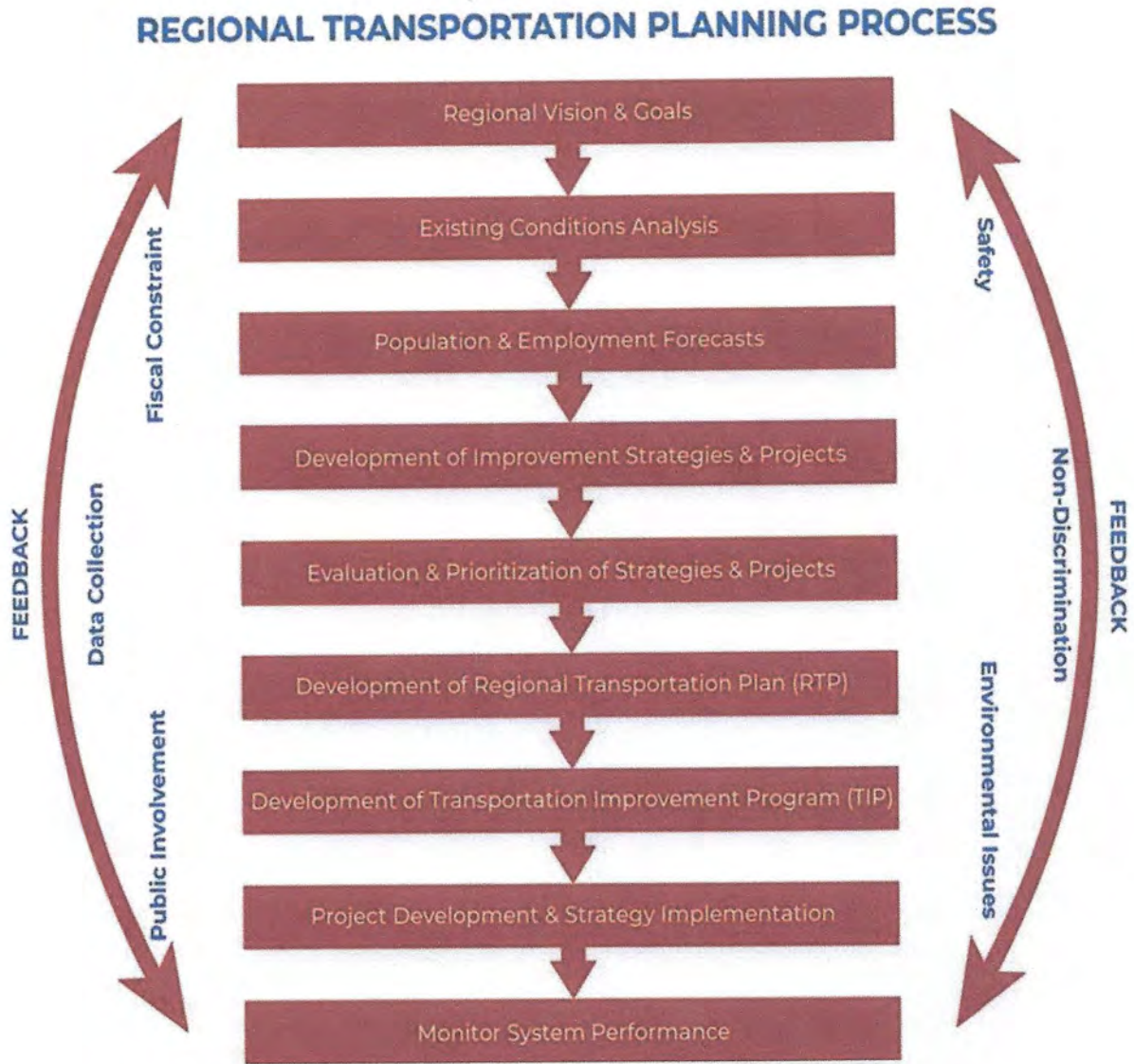


Image Source: Virginia RVA

04.

**SORTPO's
Structure
and Public
Committees**

SORTPO's Structure and Public Committees

The following highlights SORTPO's structure and the roles of the SORTPO Transportation Policy Board (TPB) and SORTPO

Transportation Technical Committee (TTC) engaged in the transportation planning process. All committee meetings follow the Oklahoma Open Meeting Act and are open to the public, and citizens are encouraged to attend and to participate.

SORTPO's staff provides information and support to the TPB and TTC, prepares documents and plans produced as part of the transportation planning process, facilitates public outreach activities to gain input and feedback, and manages the regional transportation planning process.

SORTPO's Committee Structure

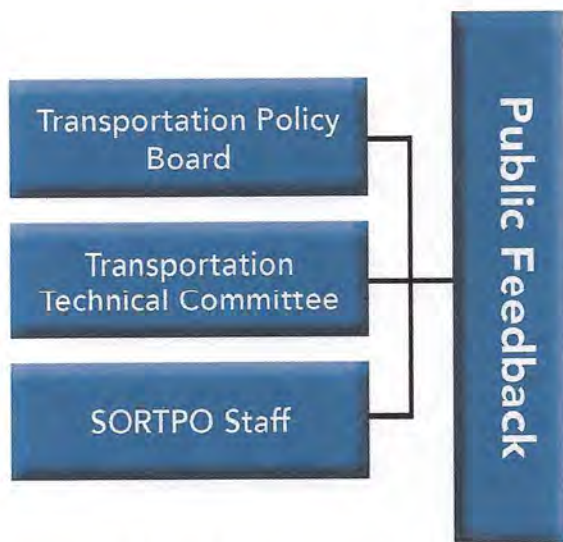


Figure 4: SORTPO's Structure

SORTPO Transportation Policy Board

The SORTPO TPB provides policy guidance and approval of transportation planning documents. .

Membership of the TPB can include major employers, Oklahoma Department of Transportation (ODOT), transit operators, railway, airport, Native American tribal interests, and member cities, towns, and counties to participate in policy making. Additional representatives from the State, private businesses, transportation service providers, economic development practitioners, and the public also participate. The TPB hold regularly scheduled meetings in accordance with 25 O.S. §301-§314 (Open Meetings Act).

SORTPO Transportation Technical Committee

SORTPO utilizes the technical expertise of member jurisdictions and TPB members by the establishment of SORTPO TTC. This committee reviews all regional transportation planning products and processes, making recommendations to the TPB as necessary throughout the regional transportation planning process. The TTC holds regularly scheduled meetings in accordance with 25 O.S. §301- §314 (Open Meetings Act)

SORTPO Policy Board and Technical Committee Meetings are open to the public.

Individuals with disabilities who require auxiliary aids/services to participate in a meeting, notification to SORTPO Director of Transportation at (580)-562-5010 at least 48 hours prior to the scheduled meeting is encouraged to make necessary accommodations. Southwest Oklahoma Regional Transportation Planning Organization (SORTPO) may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for LEP individual are not necessary accommodation.

Transportation Technical Committee Meetings Schedule

Meetings are held at 10:00 am CST

the second Wednesday of the month (excluding the months of July & December) simultaneously at:

- SWODA, 420 Sooner Dr., Burns Flat, Oklahoma
- Red River Technology Center, JD Morris Bldg., 3300 Bois D’Arc, Duncan, Oklahoma.

Transportation Policy Board Meetings Schedule

Meetings are held at 10:00 am CST the fourth Thursday of the month at:

- SWODA, 420 Sooner Dr., Burns Flat, Oklahoma
- Red River Technology Center, JD Morris Bldg., 3300 Bois D’Arc, Duncan, Oklahoma.

Table 1: SORTPO’s Technical and Policy Board Meeting Schedule

	Schedule	Meeting Schedule Posting
TPB	2nd Wednesday 10:00am Monthly	https://sortpo.org/get-involved/meetings-events/
TTC	4 th Thursday 10:00am Monthly	https://sortpo.org/get-involved/meetings-events/
Other Meetings & Workshops	As Needed	N/A

05.

**Public
Participation
Importance**

Public Participation Importance

Involving the public in the planning process is essential for collecting valuable feedback from those who use the transportation system. The range of stakeholders includes everyone from elected officials and municipalities to property owners and special interest groups, each with their unique expectations and concerns. By fostering public involvement, projects can gain broader support.

Public participation helps inform citizens, groups, and organizations about decisions that may impact their lives, ensures that planning and decision-making reflect stakeholder perspectives, and addresses various issues by considering diverse interests and concerns. Most importantly, these

processes encourage active engagement from individuals and organizations in addressing transportation issues within their community, enhancing communication and cooperation.

Guided by Federal regulations and ODOT, SORTPO recognizes that ongoing engagement with the community not only builds support but crucially ensures that the public has a chance to influence the development of plans and projects. The SORTPO staff assesses the effectiveness of current outreach methods and explores new strategies to sustain and improve a participatory and transparent regional transportation planning process.



06.

**Public
Participation
General
Guidelines**

Public Participation General Guidelines

The following guidelines were developed with the purpose of facilitating this process and reflecting federal requirements (Federal Regulation Code 450.316 and 450.212 – Appendix 3)

- Utilize innovative tools, media campaigns, and a variety of public participation techniques to increase awareness, interest, and support among the general public and decision-makers, tailoring these methods to meet public needs.
- Foster opportunities for direct citizen involvement from the initial phases of the planning process, encouraging active participation.
- Implement alternative methods for gathering input from those unable to attend meetings, such as direct mail and online feedback platforms, ensuring everyone has a reasonable chance to comment on proposed plans or programs.
- Annually assess and update the Public Participation Process to ensure its effectiveness and to maintain full and open access for all participants.
- Provide the public with timely notifications and easy access to technical and policy information that informs the development of plans or programs.
- Provide a public comment period of 45 days before the Public Participation Process is adopted or amended.
- Customize public participation strategies to suit the specific complexities of various plans, programs, or projects.
- Adhere to Title II, Americans with Disabilities Act.
- Hold meetings in locations that are accessible by all, Americans with Disabilities Act.
- Adhere to Title VI of the Civil Rights Act of 1964 and subsequent federal legislation, ensuring that no person in the United States is excluded from participation, denied benefits, or discriminated against based on race, color, national origin, sex, age, or disability.
- Engage the public in a proactive effort by going to civic and cultural groups, churches, neighborhood organizations, and other public committees.
- Show consideration to comments from public participants and respond to public input received during the planning and program development processes.



07.

**Considerations
for Public
Participation**

Considerations for Public Participation

An effective public participation process ensures that the public is well-informed and has numerous opportunities to contribute to the decision-making process. A successful process fosters public trust and support for transportation plans and investments. It is proactive, offering timely information, public notices, full access to decisions, and chances for early and ongoing engagement, the RTPPO follows the same guidance as the MPO as specified in Federal Regulation 23 CFR 450.212(a) and 450.316(b)(1). Additionally, a meaningful public participation process can uncover impacts that transportation planners and decision-makers might not have anticipated.

Several elements are important for achieving an effective public participation process. First, the purposes and objectives should be clearly defined before initiating a public meeting on transportation programs. It is also vital to specifically identify the affected public and stakeholders for each plan and project under development. Effective techniques and procedures to engage the public need to be determined, along with methods for notifying these groups about participation opportunities.

Educating and assisting the public is essential to ensure they fully understand the transportation issues and the various solutions related to each plan or project. Transportation planners and decision-makers must demonstrate that they have seriously considered public opinions. When significant

oral or written comments are received as a result of public participation efforts, a summary analysis and report on the comments received should be included in the final document.

Finally, the entire process should be evaluated based on the achievement of objectives and feedback from the public. The most effective outreach and participation activities are to be identified and maximized in future efforts to gather as much input as possible. Interested parties are encouraged to review the PPP and suggest revisions, either during the formal review period or at any time during the planning process.



08.

**Public
Participation
Procedures**



Public Participation Procedures

Several techniques for expanding public awareness of transportation planning issues have been identified. This section gives an overview of these techniques aiming to help transportation planners and decision-makers choose the best activities according to their goals, target audience, and cost considerations. The following lists (Table 2 Public Participation Objectives & Techniques) the overall public participation objectives followed by general methods of participation and then specific techniques.

SORTPO maintains a website (www.sortpo.org) where the public can review information posted and send comments via online forms and email. The website hosts information of interest to the public: meeting schedules and agendas, the RTP, the updated PWP, Regional Transportation Improvement Plan (RTIP), and other planning products available from SORTPO, active living data, demographic and traffic data.

In addition, the SORTPO maintains an electronic contact database which will be used to provide citizens, affected public agencies, emergency response agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives and users of pedestrian walkways and bicycle transportation facilities, representatives of persons with disabilities, and other interested parties with a reasonable opportunity to comment on the RTP, the RTIP and PWP and

become involved with the transportation planning process, as per state and federal regulations.

State and Federal policies and regulations, including Environmental Justice (EJ) initiatives, reinforce the need of agencies to focus attention on reaching low-income and minority households. To include traditionally underserved communities, disadvantaged populations and persons with limited English speaking skills in the decision-making process, it is necessary to identify key stakeholders that have low or no participation, what is preventing them from participating, and what can be done to overcome barriers and increase the levels of participation. Some explanations for the lack of participation include cultural and language barriers, disabilities, economic constraints, and lack of participation opportunities.

Table 2: Public Participation Objectives & Techniques

Objectives	Techniques
Transparency	Provide clear and accessible information about transportation planning activities.
Inclusivity	Engage a broad range of stakeholders, including underserved and minority communities.
Informed Decision-Making	Integrate public feedback into the planning process.
<u>Public Notifications</u>	
Public Notices	Publish announcements via press releases and on SORTPO’s website.
Community Outreach	Utilize community meetings, mailers, and social media to inform the public.
Mailing Lists	Maintain and use email and postal mailing lists for direct notifications.
<u>Public Meetings and Workshops</u>	
Accessibility	Schedule meetings at convenient times and locations that are accessible to community members.
Documentation	Provide agendas, project descriptions, and relevant materials ahead of meetings.
Interactive Sessions	Facilitate interactive sessions to encourage active participation and gather diverse perspectives.
<u>Comment Periods</u>	
Minimum Duration	Allow at least 30 days for public comments on the RTP and other plans, studies and reports.
Submission Methods	Accept comments via multiple channels including mail, email, online platforms, comment forms, and in-person at meetings.
Response and Incorporation	Review all comments, acknowledge receipt, and address significant issues in planning documents.
<u>Stakeholder Engagement</u>	
Advisory Committees	Form advisory committees representing various stakeholder groups, local governments, community organizations, and business groups.

Table 2 cont: Public Participation Objectives & Techniques

Objectives	Techniques
Focus Groups and Surveys	Conduct targeted focus groups and surveys to gather detailed input on specific transportation issues and needs.
<u>Compliance with Federal and State Regulations</u>	
Non-Discrimination	Comply with Title VI of the Civil Rights Act and other relevant non- discrimination policies to ensure equitable participation.
<u>Monitoring and Evaluation</u>	
Feedback Mechanisms	Implement ongoing mechanisms for public feedback, including comment forms, online forms, and regular surveys.
Periodic Review	Annually review and if necessary, update the PPP to enhance effectiveness and inclusivity based on feedback and performance assessments.

Federal and State legislation and regulations' provisions require expanded consultation and cooperation with Federal, State, Local and Tribal agencies responsible for land use, natural resources, and other environmental issues.

Throughout the planning process SORTPO will seek to engage and will incorporate comments from such agencies, including:

- National Parks Service
- Department of Interior
- Chickasaw Nation
- Kiowa Tribe
- Comanche Nation
- Apache Tribe
- Fort Sill Apache Tribe
- Cheyenne-Arapaho Tribe
- Caddo Nation
- Wichita & Affiliated Tribe
- Delaware Nation
- Bureau of Indian Affairs
- US Fish and Wildlife Service
- US Army Corps of Engineers
- US Environmental Protection Agency
- US Geological Survey
- Forest Service (US Department of Agriculture)
- Oklahoma Parks and Wildlife
- Oklahoma Historical Society
- Oklahoma Department of Environmental Quality (ODEQ)
- Local Governments
- Oklahoma Department of Transportation (ODOT)
- Homeland Security

SORTPO developed the listing of “interested parties” to be engaged during the planning process and public comment periods to include:

- Citizens
- Affected Public Agencies
- Local governments
- Health Agencies
- Metropolitan Planning Organization (MPO)
- Tribes
- Public Transportation
- Freight Shippers
- Providers of Freight Transportation Services
- Private providers of transportation
- Representatives of users of public transportation
- Representatives of users of pedestrian walkways and bicycle transportation facilities
- Disability Advocacy Groups
- Other interested parties

SORTPO will seek to engage these segments of the community and incorporate their comments throughout the planning process. SORTPO will also undertake appropriate consultant and coordination activities with agencies related to safety planning and security planning.

As part of the transportation planning process, SORTPO will review current and emerging techniques to facilitate public participation related to the transportation planning process. SORTPO will engage the public about the process of developing the RTP, RTIP, PWP and other planning documents.

various stakeholders. Additionally, SORTPO will regularly update a contact list drawn from past public engagements, including tribes, civic groups, community leaders, local governments, and other interested stakeholders. When appropriate, SORTPO will use various software to develop presentations, information materials, and various visualization techniques to explain the documents and process.

1. Up-to-Date Information – SORTPO will disseminate information on transportation planning and processes to stakeholders and citizens as part of the transportation planning process **and plan development**. Methods will include issuing press releases to media, distributing printed materials, publishing information online, participating in community meetings and engaging with local public officials to promote outreach within their jurisdictions.

2. Public Access – SORTPO will actively participate in meetings or events to inform and engage the public. Additionally, SORTPO will offer citizens and stakeholders the chance to access technical and policy information significant to the RTP and other transportation planning document development.

3. Public Notice – SORTPO will announce public participation activities and allow for public review and comment during the development or amendment to the RTP, RTIP, PWP, PPP and other transportation planning documents as part of the decision-making process. Notices for public hearings and public review and comment periods will be published to media outlets (see Appendix 2 page 32), , shared on social media, and posted on the SORTPO website.

COMMUNITY ENGAGEMENT



4. **Consideration and Response**

– SORTPO will adhere to PPP to demonstrate that public input received during the planning and development stages has been acknowledged. All comments will be documented, and responses will be addressed. Information on these comments and responses will be available on the website and in the final document.

5. **Engaging Traditionally Underserved Communities**

– SORTPO will identify and focus on areas where traditionally underserved populations, such as low-income and minority groups with limited access to employment and other amenities, are concentrated. Efforts will include facilitating public participation from these communities by providing interpreters to bridge language barriers, publishing bilingual educational materials, and issuing news releases to local media outlets that cater to these groups. Specific activities will be tailored as needed.

6. **Review Period** – The effectiveness of the PPP will be periodically assessed to ensure it provides unrestricted access to all stakeholders. Following each public participation event, SORTPO will evaluate its effectiveness and implement any necessary adjustments based on this evaluation.

09.

**Public
Participation
Evaluation**



Public Participation Evaluation

Federal and State regulations require that RTPO's review the Public Participation Process periodically to determine if the objectives of the process are achieved and if adjustments are necessary to make it more effective. Several methods can be used to determine what enhancements are necessary to make meetings more accessible and information more understandable, increasing public participation in transportation decision-making. These methods can include meeting evaluation forms, public comments, surveys, or any other form of public feedback.

The following criteria will be used to determine the effectiveness of the PPP:

1. The number of citizens responses:

- Types of media used to contact participants (including publications that focus on minority, disadvantaged population, disabled, youth/elderly, low-income, or LEP residents)
- Meeting convenience (time, place, accessibility)
- Documentation of demographics of participants making sure that a representative group of the community in the planning area is involved.

2. The input received demonstrates citizen understanding:

- Effectiveness of communication tools
- Types of techniques used
- Input received from the citizens, decision-makers, and funding

agencies provided with reliable and useful information

3. The public process was responsive:

- Documentation of how public input affected decisions
- Evaluation of the effectiveness of the program from participants' perspective (feedback)
- Participation process tailored to specific community needs and accessible to all segments of the public
- Efforts to improve performance

4. Environmental Justice was achieved:

- Strategies for engaging minority, disabled, youth/seniors, low-income, and LEP populations in the decision-making process
- Utilization of media targeted to minority, disabled, youth/elderly, low-income, and LEP populations
- Reduction of participation barriers for non-traditional transportation stakeholders
- Feedback from minority, disabled, youth/ seniors, low-income, and LEP participants
- Consideration and documentation of their concerns and input in the decision-making process.

The PPP is designed to be adaptive, ensuring it meets the community's evolving needs. As new methods are validated and adopted, the plan will be updated to incorporate these improvements. SORTPO staff and stakeholders will evaluate the effectiveness of public participation activities as they occur, making timely revisions to the process. The TTC and TPB will examine changes that necessitate formal modifications to the document, following extensive stakeholder consultation and a comprehensive public review period., SORTPO will conduct an annual review, assessing both the process and outcomes, and will propose any necessary updates.



10.

**Planning
Documents**

Planning Documents

SORTPO's regional transportation planning process (23 CFR 450) results in the development of mandated planning products, including the Planning Work Program (PWP), Regional Transportation Plan (RTP), Regional Transportation Improvement Plan (RTIP), short range studies, Limited English Proficiency and Public Participation Process (PPP). Table 3 summarizes SORTPO's development and amendment process to the planning documents.

Planning Work Program

The PWP is one element of the transportation planning process that outlines the budget and tasks needed to maintain and complete the transportation planning process for SORTPO with State Planning & Research funds (SPR) funds and the local match during the federal fiscal year (FFY). The PWP is developed annually.

Regional Transportation Plan

The RTP is one of the main products of the transportation planning process. Between 2015 and 2019 the SORTPO Transportation Policy Board adopted sixteen Long Range Transportation Plans. The development of the Regional Plan: Southwest Oklahoma Moving People and Goods began in 2020 and was adopted in FFY 2023. SWODA is the recipient of a 2022 RAISE grant in the amount of \$1.5 million that will be utilized to further develop the regional transportation plan under development. The RTP must be reviewed and updated every 5 years.

RTP Amendment

An amendment is a major revision to an RTP, including adding or deleting a project, major changes in project/project phase costs, initiation dates, and/or design concept and scope (e.g., changing project locations or the number of through traffic lanes). Changes to projects that are included in the RTP only for illustrative purposes (such as in the financially unconstrained "vision" element) do not require an amendment. An amendment requires public review and comment, demonstration that the project can be completed based on expected funding, and/or a finding that the change is consistent with federal transportation conformity mandates.

Public Participation Process

The intent of the Public Participation Process is to encourage and support proactive public participation throughout the planning and decision-making process related to the development of proposed transportation plans, programs, and projects so that a safe, efficient transportation system reflecting the needs and interests of all stakeholders can be provided.

Public participation provides citizens, affected public agencies, private providers of transportation and other interested party's reasonable opportunity to comment, participate in goal setting, problem solving, and expand the focus of transportation decision making. In addition, the Fixing America's Surface Transportation Act (FAST Act) requires transportation agencies to develop and implement a proactive approach to ensure that transportation services are

Public Participation Process

extended to those traditionally underserved. The SORTPO Policy Board amended the PPP by Resolution #2018-2 on June 28, 2018.

Regional Transportation Improvement Program

The RTIP is a prioritized list of transportation projects proposed for implementation during the next four years. Projects included in the RTIP must be consistent with the RTP. The RTIP is required to be financially constrained in each year of the program. This means that the funding identified for transportation projects in a given year must be equal to the amount reasonably expected to be available under existing federal, state and local programs. Prior to adoption of the RTIP (or amendment) SORTPO provides an opportunity for public review and comment and holds

a public hearing. A project utilizing federal transportation funds may not proceed unless it is included in the RTIP. Amendments and revisions of the RTIP may occur at any time during the fiscal year.

A new RTIP is adopted once every two years and SORTPO will continue to provide opportunities for public participation by interested parties in the development of the program. The proposed RTIP will be published and be made readily available for public review and comment. A notice of public hearing will be published at least 21 days prior to the date of the TPB at which a new RTIP will be considered for adoption. Notice of public hearing for a TIP amendment will be published at least 15 days prior to the TPB action. Proposed amendments to the TIP will be presented to the TTC for its review and recommendation to the TPB.

Limited English Proficiency Plan

The intent of LEP is to find a balance that ensures meaningful access by LEP persons to critical services while not imposing undue burdens on small business, or small nonprofits. The LEP plan must be developed in accordance with Title VI of the Civil Rights Act of 1964, Executive Order 12898 and Executive Order 13166. The RTPO's transportation planning processes must assure that the transportation planning process and projects do not result in a disproportionately high and adverse effect on minority or low-income populations and must take reasonable steps to ensure meaningful access to their programs and activities by LEP persons. The planning process must include a demographic profile identifying the locations of low-income and minority populations, an assessment of the distributions (financial), and conditions across these groups and public involvement activities aimed at engaging minority and low-income population in transportation decision-making.



Table 3: SORTPO’s Primary Document Participation Process Summary

	Public Comment Period	Public Hearing Meeting Notice	Technical Committee	Policy Board
RTP	Public notice of 30-day comment period prior to the Policy Board considering the Plan placed on the SORTPO’s website and distributed to agencies in Appendix 5.	Legal notice to be published in the local newspaper 15 days prior to the Policy Board Meeting.	TTC at a public meeting makes recom. on the RTP to the TPB	TPB holds a public hearing to solicit comments at a public meeting prior to adopting the LRTP by resolution
RTP Amendment	Public notice of 10-day comment period on SORTPO’s website and distributed to the sites listed in Appendix 5.	Legal notice to be published in the local newspaper 15 days prior to the Policy Board Meeting.	TTC makes recom. on the amend. to the TPB	TPB holds a public hearing to solicit comments prior to adopting the amendment by resolution
PPP and Amendment	Public notice of 45-day comment period prior to the TPB meeting placed SORTPO’s website and distributed to agencies in Appendix 5.	Legal notice to be published in the local newspaper 15 days prior to the TPB Meeting.	TTC at a public meeting makes recom. on the PPP to the TPB	TPB holds a public hearing to solicit comments at a public meeting prior to adopting the PPP by resolution.
PWP	Public notice of 10-day comment period prior to the TPB considering the PWP placed on SORTPO’s website and distributed to agencies in Appendix 5.		TTC at a public meeting makes recom. on the PWP to the TPB	TPB at a public meeting adopts the PWP by resolution.

Public Participation Process

Table 3 cont: SORTPO's Primary Document Participation Process Summary

	Public Comment Period	Public Hearing Meeting Notice	Technical Committee	Policy Board
RTIP and Amendment	Public notice of 21-day comment period prior to the TPB considering the Plan placed on the SORTPO's website and distributed to agencies in Appendix 5.	Legal notice to be published in the local newspaper 15 days prior to the TPB Meeting.	TTC at a public meeting makes recom. on the RTIP to the TPB	TPB holds a public hearing to solicit comments at a public meeting prior to adopting the RTIP by resolution

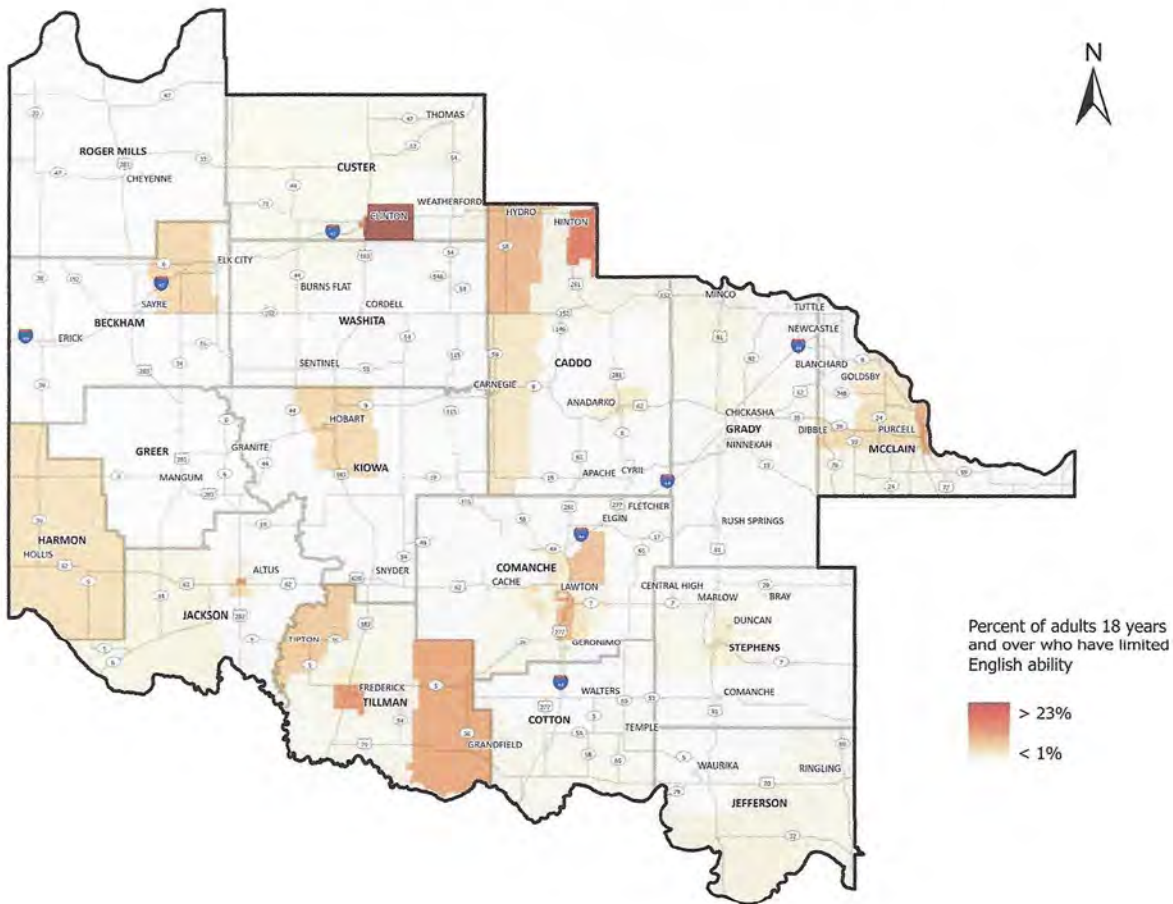


Appendix 1

Environmental Justice and Limited English Proficiency Considerations

State and Federal policies and regulations, including Environmental Justice initiatives, reinforce the need of agencies to focus attention on reaching low-income and minority households. There are many individuals whose primary language is not English. Individuals who do not speak English as their primary language and who have a limited ability to read, write, speak, or understand English can be "Limited English Proficient," or "LEP." This language barrier may prevent individuals from accessing services and benefits. To include traditionally underserved communities in the decision-making process, it is necessary to identify key stakeholders that have low or no participation, what is preventing them from participating, and what can be done to overcome barriers and increase the levels of participation. Some explanations for the lack of participation include cultural and language barriers, disabilities, economic constraints, and lack of participation opportunities.

The map below shows the distribution of non-English speaking persons residing in the SORTPO region.



Participation with LEP Communities

SORTPO's public participation process is intentionally designed to be accessible, inclusive, and thorough. The primary transportation planning documents, including the Long-Range Regional Transportation Plan, the PWP, the RTIP and other transportation planning documents, are widely available at various locations and times to ensure broad access and participation from diverse populations.

SORTPO organizes multiple stakeholder meetings to discuss different elements of the plan, such as Bike/Pedestrian paths, Freight, Transit, and Roadways. These meetings are conducted in various locations throughout the region to collect community input effectively. The goal is to understand the community's transportation needs and preferences within the SORTRPO Region. Information materials are provided in both English and Spanish and can be accessed on the SORTPO website. Additionally, information about these meetings is shared through local media outlets to ensure widespread dissemination.

County	LEP Percentage	County LEP Description
Beckham County	4.1%	With 4.1% of its population demonstrating limited English proficiency, Beckham County hosts a variety of language groups, which adds to its cultural diversity and points to a need for multilingual services.
Caddo County	3.1%	Caddo County's 3.1% LEP figure reflects a community with notable linguistic diversity, where a segment of the population requires access to English language support.
Comanche County	3.0%	The 3.0% of residents in Comanche County with limited English skills suggest a significant multicultural element within the community, influencing the provision of local services and educational programs.
Cotton County	0.1%	This county has a lower LEP percentage, suggesting that the majority of the population likely communicates effectively in English, with a small minority experiencing language barriers.
Custer County	6.0%	With a higher percentage LEP Custer County might experience some impact on community interactions and local services, indicating a need for targeted language support services.
Grady County	1.2%	Grady County's LEP percentage suggests a moderate presence of individuals who are not proficient in English, which could influence community engagement and access to information.
Greer County	0.1%	The low LEP rate in Greer County implies that language barriers are less of a challenge here, with the majority being proficient in English.
Harmon County	5.2%	Harmon County has a higher percentage among the listed counties, which might impact various aspects of life, including education, employment, and healthcare access.

Public Participation Process

County	LEP Percentage	County LEP Description
Jackson County	6.8%	At 6.8%, Jackson County has a significant percentage of residents with limited English proficiency, reflecting a diverse demographic that could benefit from strategic multilingual outreach and support.
Jefferson County	1.4%	This percentage points to a smaller portion of the population that may require language assistance in daily interactions and accessing public services.
Kiowa County	1.2%	Kiowa County's LEP population suggests a moderate need for language support in educational and public service sectors.
McClain County	2.3%	McClain has a noticeable number of residents with limited English, indicating potential areas for community support and engagement initiatives.
Roger Mills County	0.3%	The very low LEP percentage here suggests that most residents are proficient in English, with minimal language barriers within the community.
Stephens County	1.7%	The LEP percentage of 1.7% in Stephens County points to a community where language diversity is present but manageable, with some implications for service provision and community integration.
Tillman County	4.9%	The relatively high LEP figure of 4.9% in Tillman County suggests considerable language diversity, impacting education, healthcare, and employment within the community.
Washita County	2.3%	Washita's LEP rate suggests that there is a manageable, but still important, number of individuals needing language support in the community.

Data Source: US Census 2020 American Community Survey



Appendix 2

Media Contact Information

Organization	City	County	Frequency	Public Notice	Legal Hearing
Elk City Daily News	Elk City	Beckham	Daily	X	X
Sayre Record & Beckham County Democrat	Sayer				
(County Seat)	Beckham	Non-Daily	X	X	
Anadarko Daily News	Anadarko (County Seat)	Caddo	Daily	X	X
The Carnegie Herald	Carnegie	Caddo	Non-Daily	X	
Hinton Record	Hinton	Caddo	Non-Daily	X	
Cyril News	Cyril	Caddo	Non-Daily	X	
Apache News	Apache	Comanche	Non-Daily	X	
Fletcher Herald	Fletcher	Comanche	Non-Daily	X	
The Lawton Constitution	Lawton (County Seat)	Comanche	Daily	X	X
KSWO Channel 7	Lawton	Comanche			
Walters Herald	Walters	Comanche	Non-Daily	X	
The Current	Walters	Cotton, Comanche, Stephens, Tillman, Jefferson, Caddo, Carter and Grady	Non-Daily	X	
Weatherford Daily News	Weatherford	Custer	Daily	X	X
Chickasha Express Star	Chickasha (County Seat)	Grady	Daily	X	X

Media Contact Information

Organization	City	County	Frequency	Public Notice	Legal Hearing
Minco- Union City Times		Grady	Non-Daily	X	
Rush Springs Gazette	Rush Springs	Grady	Non-Daily	X	
Tuttle Times	Tuttle	Grady	Non-Daily	X	
Mangum Star News	Mangum (County Seat)	Greer	Non-Daily	X	
Hollis	Hollis (County Seat)	Harmon	Non-Daily	X	X
Altus Times	Altus (County Seat)	Jackson	Daily	X	X
The Ringling Eagle	Ringling	Jefferson	Non-Daily	X	
Waurika News Journal	Waurika (County Seat)	Jefferson	Non-Daily	X	
Kiowa County Democrat	Snyder (County Seat)	Kiowa	Non-Daily	X	
Hobart Democrat Chief	Snyder	Kiowa	Non-Daily	X	X
Mountain View Times	Mountain View	Kiowa	Non-Daily	X	
Blanchard News	Blanchard	McClain	Non-Daily	X	
Newcastle Pacer	Newcastle	McClain	Non-Daily	X	
Purcell Register	Purcell (County Seat)	McClain	Non-Daily	X	X
Comanche Times	Comanche	Stephens	Non-Daily	X	
The Duncan Banner	Duncan (County Seat)	Stephens	Daily	X	X
The Marlow Review	Marlow	Stephens	Non-Daily	X	

Media Contact Information

Organization	City	County	Frequency	Public Notice	Legal Hearing
Frederick Press Leader	Frederick (County Seat)	Tillman	Non-Daily	X	
Clinton Daily News	Clinton (County Seat)	Custer & Washita	Daily	X	X
Cordell Beacon	Cordell	Washita	Non-Daily	X	



Appendix 3

Public Involvement Federal Requirements Excerpted from 23 CFR 450.316

Include a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing plans and TIPs and meets the requirements and criteria specified as follows:

Require a minimum public comment period of 45 days before the public involvement process is initially adopted or revised;

- Provide timely information about transportation issues and processes to citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, other interested parties and segments of the community affected by transportation plans, programs and projects (including but not limited to central city and other local jurisdiction concerns);
- Provide reasonable public access to technical and policy information used in the development of plans and TIPs and open public meetings where matters related to the Federal-aid highway and transit programs are being considered;
- Require adequate public notice of public involvement activities and time for public review and comment at key decision points, including, but not limited to, approval of plans and TIPs (in nonattainment areas, classified as serious and above, the comment period shall be at least 30 days for the plan, TIP and major amendment(s));
- Demonstrate explicit consideration and response to public input received during the planning and program development processes;
- Seek out and consider the needs of those traditionally underserved by existing transportation systems, including but not limited to low-income and minority households;
- When significant written and oral comments are received on the draft transportation plan or TIP (including the financial plan) as a result of the public involvement process or the interagency consultation process required under the U.S. EPA's conformity regulations, a summary, analysis, and report on the disposition of comments shall be made part of the final plan and TIP;
- If the final transportation plan or TIP differs significantly from the one which was made available for public comment by the MPO and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts, an additional opportunity for public comment on the revised plan or TIP shall be made available;
- Public involvement processes shall be periodically reviewed by the MPO in terms of their effectiveness in assuring that the process provides full and open access to all;
- These procedures will be reviewed by the FHWA and the FTA during certification reviews for TMAs, and as otherwise necessary for all MPOs, to assure that full and open access is provided to MPO decision making processes; and,

- Metropolitan public involvement processes shall be coordinated with statewide public involvement processes wherever possible to enhance public consideration of the issues, plans, and programs and reduce redundancies and costs. 15ction, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, the MPO shall develop the metropolitan transportation plans and TIPs with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:
 - (1) Recipients of assistance under title 49 U.S.C. Chapter 53;
 - (2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and
 - (3) Recipients of assistance under 23 U.S.C. 201-204.
- (c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.
- (d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.
- (e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under § 450.314.



Appendix 4

Environmental Justice

Pursuant to Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations, dated Feb. 11, 1994, and the subsequent U.S. Department of Transportation Order 5680.3, issued April 15, 1997, the NORTPO promotes Environmental Justice in all aspects of the NORTPO transportation planning process. These procedures augment and reaffirm the NORTPO policy to adhere to and advance the principles of the National Environmental Policy Act of 1969 (NEPA), Title VI of the Civil Rights Act of 1964 (Title VI), the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) as amended, the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), Transportation Equity Act for the 21st Century (TEA-21) as amended, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), and other statutes, regulations and guidance that address or affect infrastructure planning and decision making; social, economic, or environmental matters; public health; and public involvement. To these ends, notices of meetings and public hearings will be specifically provided in minority and ethnic gathering places to promote participation in the transportation planning process. Minority and ethnic communities will be monitored through census data to guarantee their inclusion in the process as populations fluctuate over time. Special accommodations (e.g., interpreter, sign language interpreter, large print copy, etc.) may be requested of the SORTPO staff during normal business hours at least five (5) business days prior to the meeting. SORTPO staff will attempt to accommodate all such requests.

SORTPO Civil Rights Policy Statement

It is the policy of the South Western Oklahoma Development Authority (SWODA) and Southwest Oklahoma Regional Transportation Planning Organization (SORTPO), under Title VI of the Civil Rights Act of 1964; Title VII of the Civil Rights Act of 1968; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; Section 324 of the Federal-aid Highway Act of 1973; Civil Rights Restoration Act of 1987; and other related authorities and regulations, that no person in the United States shall, on the basis of race, color, national origin, sex, age, handicap/disability, religion, or familial status be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any federally or non-federally funded program or activity administered by SWODA or its sub-recipients.

(c) included in the agreement(s) developed under § 450.314.



Appendix 5

Distribution List

- Elected local, state and federal officials,
- Oklahoma Department of Transportation, Commissioners,
- Oklahoma Department of Transportation, Division Engineers,
- Transit providers,
- Tourism Groups,
- Airport authorities,
- Freight Companies,
- Traffic enforcement agencies,
- Railroad companies,
- Environmental organizations,
- Neighborhood associations,
- Organizations representing the interests of: The elderly, minorities, disabled, economical disadvantaged groups, ethnic/cultural groups,
- Bicycle and pedestrian organizations,
- Healthy living organizations

**SORTPO TRANSPORTATION POLICY BOARD
AGENDA ITEM COMMENTARY
September 26, 2024**

Agenda Title: Discuss and adopt Resolution No. 2024-03 approving the FFY 2025 Planning Work Program.

Background: The PWP represents the budget and work tasks necessary to accomplish and maintain the transportation planning process within SORTPO's region. The PWP is developed to coordinate transportation planning activities for a cooperative, continuing, and comprehensive (3C) planning process. This document includes a description of what work is to be accomplished, who will perform the work, the schedule for completion of the work, the intended products and funding. The PWP is a one-year scope of work and budget for transportation planning activities and funding sources to be accomplished between October 1 and September 30 of the FFY. The PWP is comprised of 7 major elements with specific deliverables, activities, and summary details about expected products. Element 7 Transportation Improvement Program (TIP) will have funding reallocated from other elements after RTPO designation by ODOT.

The attached FF5 2024 PWP illustrates the allocation of State Planning and Research (SPR) annual grant (\$225,000) and the local match (\$56,250) in five elements as well as approximately \$70,940 in Federal Transit Administration (FTA) Section 5310 funds that are allocated to the Pilot Mobility Management Program identified in Element 6. There is no local match required for the Pilot Mobility Management Program. (This is the last year for the Pilot program, continuation of this project will require new agreement and securing the 20% local match). The SPR will reimburse up to 80% of eligible costs of the transportation planning product work efforts identified in the PWP. The local match (20%) will be provided by ASCOG and SWODA.

The major products or activities for FFY 2025 include:

- SORTPO will track rulemaking and other developments relating to the IIJ Act and update the website.
- Develop procedures for the 2023-2027 Transportation Improvement Program.
- Monitor consultant(s) progress in development of the Regional Transportation Plan.
- Implement the Mobility Management Pilot program in 16 counties.
- Assist communities and agencies in the development of Transportation Alternative Program (TAP) grant and grants that enhance or support the transportation system.
- Develop task/studies focusing on safety.
- Public engagement and participation with the public to create contacts and relationships and share information pertaining to transportation planning in the region.

Attachment: FFY 2025 Planning Work Program, Resolution 2024-03

Recommended Action: Adopt Resolution No. 2024-03 approving the FFY 2025 Planning Work Program.

Resolution No. 2024-03

**Adopting the Federal Fiscal Year 2025
Planning Work Program for the
Southwest Oklahoma Regional Transportation Planning Organization**

Whereas, the South Western Oklahoma Development Authority by Resolution 09-04 created the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO); and

Whereas, through a Resolution 16-06 the South Western Oklahoma Development Authority expanded the SORPTO transportation planning area to include the Association of South Central Oklahoma Governments (ASCOG); and

Whereas, Planning Work Program (PWP) defines SORPTO's planning priorities and describes all transportation-related planning activities anticipated in the program year; and

Whereas, the objective of the PWP is to ensure the transportation planning activities for SORTPO supports the regional transportation planning needs of the area; and

Whereas, the PWP was developed by SWODA and ASCOG in collaboration with Oklahoma Department of Transportation (ODOT); and

Whereas, the PWP was included on SORTPO's website for 10 days to allow the public an opportunity to review the PWP and provide comments; and

Whereas, the SORTPO Transportation Technical Committee at their September 11th 2024 meeting recommended approval of the Federal Fiscal Year 2025 PWP.

NOW, THEREFORE BE IT RESOLVED, that the SORPTO Policy Board hereby approves and adopts the Federal Fiscal Year 2025 Planning Work Program.

Approved and Adopted by SORTPO Policy Board and signed this 26th day of September 2024.

SORTPO Transportation Policy Board

Julie Sanders, Secretary SORTPO Transportation Policy Board



Planning Work Program
FFY 2025 Program

South Western Oklahoma Development Authority
P.O. Box 569
Burns Flat, Oklahoma 73624
580-562-4882

Association of South-Central Oklahoma Government
P.O. Box 1647
Duncan, OK.73534
580-736-7965

www.sortpo.org

This project is financed with Federal SPR and SWODA and ASCOG funds.
FFY October 1, 2024 - September 30, 2025

Adopted by Resolution
SORTPO Transportation Policy Board

Pursuant to Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and other nondiscrimination laws and authorities, the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO) does not discriminate on the basis of race, color, national origin, sex, age, or disability. Persons that require a reasonable accommodation based on language or disability should contact Julie Sanders, Director of Transportation at julie@swoda.org or 580-562-5010. Requests should be made at least 48 hours prior to the meeting so that accommodation may be arranged.

En conformidad con el Título VI del Decreto de los Derechos Civiles de 1964, el Decreto de Americanos con Discapacidades (ADA por sus siglas en inglés), y otras leyes y autoridades contra la discriminación,

no discrimina basándose en raza, color, origen nacional, género/sexo, edad o discapacidad. Las personas que requieran una adaptación razonable basada en idioma o discapacidad se deben comunicar con Julie Sanders, Director of Transportación en julie@swoda.org al (580)562-5010. Las solicitudes se deben hacer por lo menos 48 horas antes de la reunión para que se puedan organizar las adaptaciones.

English

Attention: If you wish to request this publication in another language other than English, or wish to contact SORTPO for our language assistance, please call (580) 562-5010 or email julie@swoda.org. Additional charges may apply for a reprint of our publications.

Spanish / Español

Atención: Si desea solicitar esta publicación en otro idioma que no sea inglés, o desea comunicarse con SORTPO para recibir asistencia con nuestro idioma, llame al (580) 562-5010 o envíen correo electrónico a julie@swoda.org. Pueden aplicarse cargos adicionales por la reimpresión de nuestras publicaciones.

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RESOLUTION

Resolution No. 24-

**Adopting the Federal Fiscal Year 2025
Planning Work Program for the
Southwest Oklahoma Regional Transportation Planning Organization**

Whereas, the South Western Oklahoma Development Authority (SWODA) by Resolution 09-04 created the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO); and

Whereas, through a Resolution 16-06 the South Western Oklahoma Development Authority expanded the SORPTO transportation planning area to include the Association of South Central Oklahoma Governments (ASCOG); and

Whereas, Planning Work Program (PWP) defines SORPTO's planning priorities and describes all transportation-related planning activities anticipated in the program year; and

Whereas, the objective of the PWP is to ensure the transportation planning activities for SORTPO supports the regional transportation planning needs of the area; and

Whereas, the PWP was developed by SWODA/ASCOG in collaboration with Oklahoma Department of Transportation (ODOT); and

Whereas, the PWP was included on SORTPO's website for 10 days to allow the public an opportunity to review the PWP and provide comments; and

Whereas, the SORTPO Transportation Technical Committee at their September 11, 2024 meeting recommended approval of the Federal Fiscal Year 2025 PWP.

NOW, THEREFORE BE IT RESOLVED, that the SORPTO Transportation Policy Board hereby approves and adopts the Federal Fiscal Year 2025 Planning Work Program.

Approved and Adopted by SORTPO Transportation Policy Board and signed this September 24, 2024.

, Chairman SORTPO Transportation Policy Board

Julie Sanders, Secretary

Introduction

The FFY 2025 Planning Work Program (PWP) presents work activities that the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO) will undertake in the 16-county transportation planning region.

The PWP is developed with input and cooperation of communities, transit providers, Oklahoma Department of Transportation (ODOT), the public through the Transportation Technical Committee (TTC) and Transportation Policy Board (TPB) and public participation process. This program implements the regional transportation plan adopted by the TPB January 2023, in accordance with the Bipartisan Infrastructure Law (BIL), enacted as the Infrastructure Invest and Jobs Act (IIJA) signed on November 15, 2021.



Southwest
Oklahoma Regional
Transportation
Planning
Organization

SORTPO since 2012 has performed the duties of a regional transportation planning organization (RTPO) for 16 counties in south west Oklahoma. Development of the regional transportation planning process includes

Overview

SORTPO is officially tasked by the Oklahoma Department of Transportation (ODOT) as the regional transportation planning organization for the non-metropolitan areas in southwest Oklahoma. SORTPO region encompasses two regional councils of government: Association of South Central Oklahoma Governments (ASCOG) and South Western Oklahoma Development Authority (SWODA); totaling 16 counties (Map 1). SORTPO serves as a technical resource for providing a forum for cooperative decision making and coordinator of regional transportation planning activities.

Federal funding for regional transportation planning activities is provided by ODOT through State Planning & Research (SPR) funds. SORTPO is responsible for maintaining a Continuing, Cooperative, and Comprehensive transportation planning process, often referred to as the three C's. An MPO can also provide a forum for cooperative decision-making among responsible state and local officials, public and private transit operators, and the public. An RTPO can coordinate the planning activities of participating agencies and adopt a long-range regional transportation plan (RTP) to guide future transportation decisions. The RTPO is also responsible for development of a Mutli year regional Transportation Improvement Program (RTIP), updated every two years, identify transportation regionally significant transportation projects and programs. Other critical activities of an RTPO include promoting transportation improvements needed in the region and project development while keeping the public engaged in the planning process.

SORTPO Structure and Responsibilities

The governing body of SORTPO is the Transportation Policy Board (TPB). It consists of fifteen voting members; two elected county officials, 2 from city government, one from higher education; one from community member; two from ODOT; one from rail, one from airport; two from regional economic development. All aspects of the planning process are overseen by the SORTPO TPB.

The SORTPO Transportation Technical Committee (TTC) serves as the advisory group for transportation planning and policy initiatives. This committee reviews transportation *planning work efforts and provides a recommendation* to the TPB for their consideration and action. The day-to-day activities of SORTPO are supported by a full-time transportation planner. Additional SWODA and ASCOG staff members contribute to the transportation planning process to ensure the overall planning program is executed in a timely and efficient manner and in accordance with Federal regulations. Staff are housed within the SWODA and ASCOG Planning Departments. Staff, equipment, supplies, rent, consulting studies, and other expenses used to support staffing operations are reimbursable to SORTPO by the FHWA State Planning & Research (SPR) program funds at 80% of the total amount of the work effort and the local match of 20% is provided by SWODA and ASCOG.

SORTPO responsibilities include:

- Develop and maintain a long-range multi modal RTP.
- Coordinate transportation decisions among local jurisdictions, state agencies, and area transit operators.
- Develop an annual planning work program (PWP).
- Develop and maintain a regional transportation improvement program (RTIP).
- Develop and implement a public participation process (PPP).

Purpose of the Planning Work Program

The Planning Work Program (PWP) is a document that describes all transportation planning related activities funded by SPR during FFY 2024-2025 (October 1, 2024 – September 30, 2025). The tasks and activities within the PWP are intended to advance the region's priorities, as reflected in the federally required regional transportation plan, Southwest Oklahoma Regional Transportation Plan – Moving People and Goods, adopted January 26, 2023.

Each year SORTPO is required to prepare the PWP, in collaboration with ODOT and is comprised of seven (7) elements with specific deliverables, activities, and summary details about expected products. The seven (7) elements include:

- Program Support & Administration
- Data Acquisition and Management
- Long Range Planning
- Short Range Planning
- Public Participation
- Mobility Management
- Transportation Improvement Program

The PWP serves as the SORTPO budget and continues to utilize the same format from previous years. The elements include an objective, task description, tasks, product created, estimate staff hours and budget. The budget for all tasks is estimated based on comparing FFY 2022, 2023 and 2024 budget to actual expenditures. Each task's funding comprises salaries and operating expenses.

During the year, the PWP can be amended to add new tasks, delete tasks, and reallocate funds between tasks. In some instances, the change may require approval by the SORTPO Policy Board and other revisions may need only approval from ODOT.

The PWP draft, final PWP and amendments will be placed on the SORTPO website.

The PWP is one of several planning documents referred to as a core document and required by federal regulations. Other core documents include: PWP, Long Range Regional Transportation Plan, Regional Transportation Improvement Program, Public Participation Process, Limited English Proficiency Plan and Title VI.

Transportation Planning Products

SORTPO's regional transportation planning process includes development of planning products, including the PWP, data collection, Regional Transportation Plan (RTP), short range studies, Limited English Proficiency Plan and Public Participation Plan (PPP).

- *Planning Work Program (PWP)*. The PWP is one element of the transportation planning process that SORTPO will follow in support of development of transportation planning products. The PWP documents the transportation planning activities and projects to be accomplished with SPR funds in SORTPO region during the federal fiscal year (FFY). This document is the foundation for requesting federal SPR funds as well as the tool scheduling, budgeting, and monitoring the transportation planning process. The PWP identifies the planning priorities and activities to be carried out within the region and include:
 - A description of the planning work with outcomes and products.
 - Who will perform the work?
 - Timeframes for completing the work.
 - Cost of the work and
 - Source(s) of funds.
- *Regional Long-Range Transportation Plan (RTP)*. The RTP is one of the main products of the transportation planning process. The development of the Regional Plan: Southwest Oklahoma Moving People and Goods began in 2020 and was adopted in FFY 2023. SWODA is the recipient of a FFY 2022 RAISE grant in the amount of \$1.5 million to develop the 2043 RTP. Poe & Associates Inc was hired by SWODA to develop this RTP.
- *Public Participation Plans (PPP)*. The intent of the Public Participation Plan is to encourage and support proactive public participation throughout the planning and decision making process related to the development of proposed transportation plans, programs, and projects so that a safe, efficient transportation system reflecting the needs and interests of all stakeholders can be provided. Public participation provides citizens, affected public agencies, private providers of transportation and other interested party's reasonable opportunity to comment, participate in goal setting, problem solving, and expand the focus of transportation decision making. The SORTPO Policy Board amended the PPP by Resolution #2018-2 on June 28, 2018.
- *Limited English Proficiency Plan (LEP)*. SORTPO is represented by a diverse population residing in sixteen counties. SORTPO must prepare for and provide the opportunity for all its citizens to participate in the transportation planning process – regardless of their proficiency in speaking the English language – as required by Executive Order 13166 signed on August 11, 2000. SORTPO Policy adopted Resolution # 2018-3 on June 28, 2018, approving the LEP.

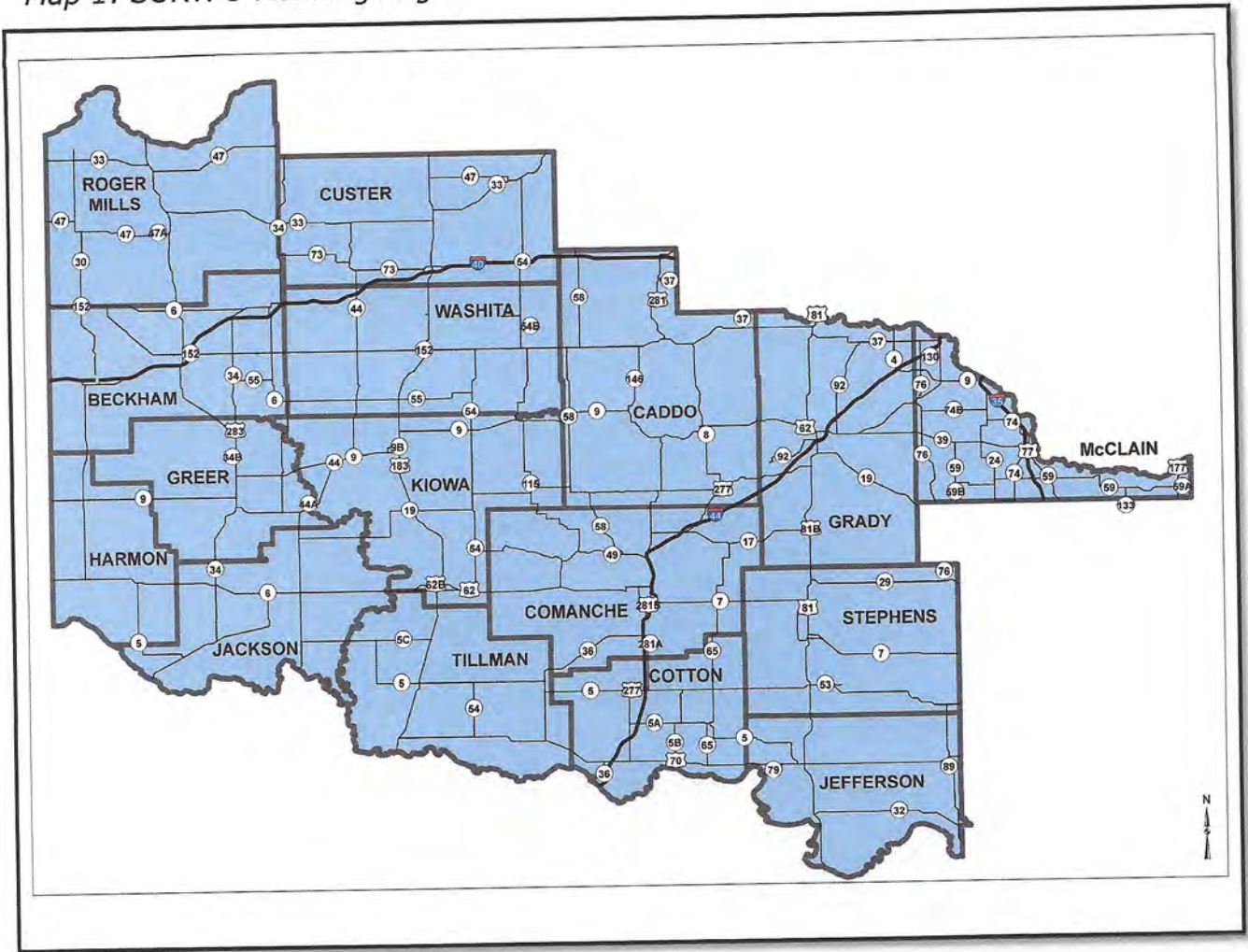
Planning Factors

The current federal transportation bill, Infrastructure Investment and Jobs Act (IIJA) was signed into law on November 15, 2021. The legislation, also known as the “Bipartisan Infrastructure Law” (BIL), is the first long-term surface transportation act since the Fixing America’s Surface Transportation (FAST) Act in 2015. The IIJA includes \$550 billion in new spending with dozens of new programs that contain new opportunities and eligibility for RTPOs. The IIJA is a sizable investment in transportation over the next five (5) years, from federal fiscal years (FFY) 2022 through 2026.

The planning factors listed below must be considered when developing the long-range regional transportation improvement plan. The planning goals and strategies identified in the RTP address the 10 national planning factors:

1. Support the economic vitality of the United States, the States, nonmetropolitan areas, and metropolitan areas, especially enabling global competitiveness, productivity, and efficiency.
2. Improve infrastructure conditions to achieve a state of good repair.
3. Reduce congestion.
4. Increase accessibility and mobility of people and freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic patterns.
6. Enhance the integration and connectivity of the transportation system across and between modes, people, and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

Map 1: SORTPO Planning Region



Regional FFY 2025 Transportation Priorities

This PWP identifies the activities and products SORTPO will complete during FFY 2025 to improve regional transportation. The products produced through this PWP include technical assistance, writing grants, safety/walking audits and other planning activities.

The FFY 2025 SORTPO planning priorities are reflected in the various elements of this document. The major products or activities planned for FFY 2025 include:

- SORTPO will track rulemaking and other developments relating to the IIJ Act.
- Develop the Regional Transportation Improvement Program (RTIP) procedures and template.
- Monitor consultant(s) work and progress on development of the Regional Transportation Plan and adopt the RTP.
- Continue implementing the Mobility Management Program (MMP) for SORTPO's region.
- Attending training to further enhance the skills of staff.
- Aid communities and agencies in the development of grants that enhance or support the transportation system.
- Advance public engagement and participation with the public to create contacts

- and relationships and share information pertaining to transportation planning in the region.
- o Develop information explaining the SORTPO transportation planning process, key documents, orientation binder for members, update SORTPO website and attend meetings to present SORTPO transportation planning.

SFY 2024 Accomplishments

Reviewing FFY 2024, this section highlights some notable completed work items.

- o Developed request for proposal for FFY 2022 RAISE Planning Grant Consultant and evaluated proposals and awarded contract for Poe & Associates Inc.
- o Collaborated with the Planning Consultant to develop new website, host two walkability facilitator training events and update of the Public Participation Process document incorporating the Limited English Proficiency (LEP) document.
- o Expanded the Mobility Management Pilot Program from three counties to sixteen counties for SORTPO's region.
- o Organized an Oklahoma Safe Challenge event with commitments from three (3) schools within 30 miles of Burns Flat.
- o Completed the Regional Transportation Policy Plan.
- o Submitted application to ODOT for official RTPO designation.
- o Prepared and/or provided assistance in development of Transportation Alternative Program (TAP) grant applications.
- o Participated in the review of regional TAP applications and provided comments to ODOT, Local Governments Branch.
- o Awarded SPR Transportation Planning Mini grants.
- o Received NADO FY 2023 Excellence in Transportation Award for the SPR Transportation Planning Mini grant program.
- o Received 2024 NADO Impact Award for public engagement and communication.

PWP Funding

The SORTPO State Planning & Research (SPR) transportation planning program is funded by state, local funds, and in-kind matching funds totaling \$281,250. The largest funding source is derived from FHWA funds apportioned to ODOT's SPR program. FHWA funds cannot exceed 80% of the total PWP project cost. The remaining 20% is provided by SWODA, ASCOG and local jurisdictions/agencies. Total federal SPR funds for the transportation planning program applied for is \$225,000 and total Federal Transit Administration (FTA) 5310 funds available approximately \$70,900. Funds shown in Table 1 summarize the budget by funding categories and source of funding. During FFY 2025, various SWODA staff will collect data that will support the SORTPO transportation planning process. The cost of this effort is allowable as a soft match for the grant. Table 2 identifies the funding by PWP work element for FFY 2025. Table 2 includes the funds administered by ODOT's Office of Mobility and Public Transit for the Mobility Management Pilot Program.

Indirect Costs

Regarding budgeting for work tasks, each task in the PWP corresponds to an adopted budget and associated indirect cost rate. This cost has been applied to all SORTPO PWP Elements. The Federal Office of Management and Budget defines indirect costs as "those costs that have been incurred for common or joint purposes that benefit more than one

cost objective and cannot be readily identified with a particular objective without effort disproportionate to the results achieved.” These costs are incurred by and originate in the agency conducting the federal award and remain after direct costs have been determined and assigned directly to federal awards and other activities. It is the ratio (expressed as a percentage) of the indirect costs to a direct cost base.

Title VI and Environmental Justice

SORTPO recognizes that Environmental Justice must be considered in all phases of planning. Although Environmental Justice concerns are frequently raised during project development, Title VI applies equally to the plans, programs, and activities the SORTPO undertakes. The PWP integrates Environmental Justice considerations and Title VI requirements through the Public Participation Process (PPP) and PWP work tasks. Both the Public Participation Plan and Limited English Proficiency Plan contain strategies to reach minority and low-income groups.

The Public Participation Process (PPP) is an integral part of the regional transportation planning. The USDOT in 5610.2 on Environmental Justice specifies that minority populations and low-income populations be provided with greater access to information on, and opportunities for public participation in transportation decision-making.

Tribal involvement

The native American tribes as well as the Southern Region Bureau of Indian Affairs (BIA) are provided notification of TPB, TTC meetings, public hearings, and information on the transportation planning process/program. ed for inclusion in SORTPO’s regional long-range transportation plan.

Table 1: FHWA SPR Budget Summary

	SWODA SPR	ASCWG SPR	SUBTOTAL	80%	20%	TOTAL
Personnel	\$137,798	\$49,945	\$187,743	\$150,195	\$37,549	\$187,743
Travel	\$4,503	\$2,000	\$6,503	\$5,202	\$1,301	\$6,503
Supplies/Printing/copies	\$1,145	\$1,000	\$2,145	\$1,716	\$429	\$2,145
Advertising/Public Awareness	\$500	\$500	\$1,000	\$800	\$200	\$1,000
GIS Consult/Data/Website	\$674	\$500	\$1,174	\$939	\$235	\$1,174
SPR Sub Consult	\$-	\$30,000	\$30,000	\$24,000	\$6,000	\$30,000
Equipment/Software	\$7,045	\$500	\$7,545	\$6,036	\$1,509	\$7,545
Indirect/Bld Allocation	\$37,082	\$8,058	\$45,139	\$36,112	\$9,028	\$45,139
Total	\$188,747	\$92,503	\$281,250	\$225,000	\$56,250	\$ 281,250

Source: SWODA

Table 2: FFY 2025 Total Budget, Including SPR Funds, FTA 5310, State and Local Sources

	SWODA FTA 5310	SWODA SPR	ASCWG SPR	SUBTOTAL	80%	20%	TOTAL
Element 1 Program Support & Administration	-	\$48,316	\$19,359	\$67,676	\$54,141	\$13,535	\$67,676
Element 2 Data Acquisition & Management	-	\$12,271	\$685	\$12,956	\$10,365	\$2,591	\$12,956
Element 3 Long Range Planning	-	\$27,596	\$19,007	\$46,603	\$37,282	\$46,603	\$46,603
Element 4 Short Range Planning	-	\$38,862	\$40,974	\$79,836	\$63,868	\$15,967	\$79,836
Element 5 Public Participation	-	\$32,429	\$7,440	\$39,869	\$31,895	\$7,974	\$39,869
Element 6 Mobility Management	\$70,940	-	-	\$70,940	-	-	\$70,940
Element 7 Transportation Improvement Program	-	\$29,272	\$5,039	\$34,111	\$27,449	\$6,862	\$34,111
Total	\$	\$188,747	\$92,503	\$352,190	\$ 225,000	\$ 56,250	\$352,190

Source: SWODA



ELEMENT 1.0 – Program Support & Administration

OBJECTIVE: To carry out the necessary administrative activities related to the day-to-day functions of staff and office management.

TASK DESCRIPTION: This task involves the coordination of all RTPO activities necessary for day-to-day operations such as program oversight, coordination of the TPB, TTC, and participation in statewide transportation planning efforts. Also included are organizational activities that provide for in-house program management, financial accounting, and informational updates for committees, member jurisdictions, agencies, and the public. Day-to-day activities such as purchases of materials and services, staff management and training are also included here. The following products or activities will be the responsibility of SORTPO in cooperation with ODOT.

TASKS:

- 1.1 Provide direct support to SORTPO TPB and TTC including agenda preparation and distribution, preparation of minutes, scheduling, notification, and facilitation of meetings.
- 1.2 Prepare and submit monthly claims statement and reports to ODOT. Maintain files and financial records and submit SWODA'S and ASCOG's annual financial audit, the audit will be performed following guidance from OMB Circular A133.
- 1.3 Procure supplies related to transportation planning. Consult with ODOT on the purchase of equipment and/or technology to manage the transportation planning process.
- 1.4 Meetings of a general nature, phone calls, emails, and other correspondence. Create and file documents. Coordinate with other regional, state, and federal agencies involved in transportation planning activities. Participate in working groups, subcommittees, or task forces associated with ODOT.
- 1.5 Prepare annual documents such as agreements, certifications, Planning Work Program (and amendments).
- 1.6 Monitor federal and state legislation.
- 1.7 Travel – Participate in meetings with FHWA, ODOT, and other agencies. This includes travel to but not limited to RTPO meetings, Council of Governments, other regional and statewide meetings, and NADO as appropriate.

Products and Schedule:

Product	Start	Complete	Estimated Hours
1.1 – Direct support to the SORTPO Policy Board and Technical Committee	1 st Quarter	4 th Quarter	300
1.2 – Monthly claims and audit, files, and records	1 st Quarter	4 th Quarter	250
1.3 – Procurement of supplies	1 st Quarter	4 th Quarter	50
1.4 – Other meetings, phone calls, correspondence, and office administration	1 st Quarter	4 th Quarter	215
1.5 - Annual documents	1 st Quarter	4 th Quarter	235
1.6 – Monitor federal and state legislation	1 st Quarter	4 th Quarter	50
1.7 – Travel, training, webinars	1 st Quarter	4 th Quarter	200

Table 3: Program Support and Administration Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$54,141
ASCOG/SWODA Match	\$13,535
TOTAL	\$67,676

ELEMENT 2.0 – Data Acquisition and Management

OBJECTIVE: Establish and maintain a system of digital planning information, maps, and data to support the transportation planning process.

TASK DESCRIPTION: Identify resources, collect, and maintain demographic and other data elements. The following products or activities will be the responsibility of SORTPO.

TASKS:

- 2.1 Data and map development - Coordinate with SWODA/ASCOG ODOT Divisions 3, 5, 7, Director of 911 SWODA counties, and communities to collect and share data.
- 2.2 Retain GIS Consultant to develop maps, assemble and collect data to support the transportation planning program.
- 2.3 Collect regional and local data in support of the transportation planning process.
- 2.3 Provide guidance to communities on installation process of SWODA traffic count equipment.
- 2.4 Training, travel, webinars, and meeting attendance to support the development and collection of data to support the transportation planning process.

Products and Schedule:

Product	Start	Complete	Estimated Hours
2.1 - Data and map development / acquisition	1 st Quarter	4 th Quarter	100
2.2 - Retain GIS Consultant for services	3rd Quarter	4 th Quarter	20
2.3 -Traffic count program guidance	1 st Quarter	4 th Quarter	50
2.4 - Acquire data	1 st Quarter	4 th Quarter	80
2.5 -Travel/Training/Webinars	1 st Quarter	4 th Quarter	10

Table 4: Data Acquisition and Management Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$10,365
ASCOG/SWODA	\$2,591
TOTAL	12,956



ELEMENT 3.0 – Regional Transportation Planning

OBJECTIVE: Develop, update, and implement the Regional Transportation Plan (RTP).

TASK DESCRIPTION: Working with the Consultant to develop the regional transportation plan.

TASKS:

- 3.1 RTP Development and monitoring.
 - o Monitor performance of consultant.
 - o Review documents submitted by consultant.
 - o Prepare reports and activity summaries.
- 3.2 Meetings in support of the RTP development.
 - o Meetings with RTP consultant.
 - o Meetings with FHWA, ODOT and state agencies.
 - o Meetings with RTP Advisory Committee, stakeholders, and public.
- 3.3 Review local, regional, and statewide planning documents.
- 3.4 Training, travel, webinars and attending meetings to support the long- range transportation planning process.

Products and Schedule:

Product	Start	Complete	Estimated Hours
3.1 - RTP Development and monitoring.	1 st Quarter	4 th Quarter	600
3.2 - Meetings in support of the RTP development.	1 st Quarter	4 th Quarter	300
3.3 – Review planning documents	1 st Quarter	4 th Quarter	300
3.4 - Travel/Training/Webinars	1 st Quarter	4 th Quarter	350

Table 5: Long Range Transportation Planning Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$37,282
ASCOG/SWODA Match	\$9,321
TOTAL	\$46,603



ELEMENT 4.0 – Multi Modal Transportation – Short Range Planning

OBJECTIVE: Promote multimodal planning that supports the goals and objectives of the Regional Transportation Plan (RTP).

TASK DESCRIPTION: A comprehensive approach looking at all types of transportation and how they connect to each other and work together. The following products or activities will be the responsibility of SORTPO. Short-range planning activities implement and are consistent with the goals, policies, and objectives of the RTP. Technical assistance to communities and planning partners falls under this category.

TASKS:

- 4.1 Update as necessary transportation planning procedures and develop transportation resource guide.
- 4.2 Grants –
 - o Provide assistance to local governments on grants that support the transportation planning process.
 - o Administer the SPR mini transportation planning activities grant program.
 - o Develop and submit grant applications to support transportation projects.
 - o Develop, maintain, and distribute a list of grants to support the transportation planning process.
- 4.3 Special studies/projects/research such as walkability, safety audits, bicycle/pedestrian reports, and transit planning.
- 4.4 Training, travel, webinars and attending meetings to support multi modal transportation planning.

Products and Schedule:

Product	Start	Complete	Estimated Hours
4.1 - Update transportation planning procedures	1st Quarter	4 th Quarter	350
4.2 – Grant application support	1 st Quarter	4 th Quarter	300
4.3 – Special Studies/Projects	1st Quarter	4 th Quarter	600
4.4 – Travel/Training/Webinars	1 st Quarter	4 th Quarter	200

Table 6: Short Range Transportation Planning Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$63,868
ASCOG/SWODA Match	\$15,967
TOTAL	\$79,836

ELEMENT 5.0 – Public Education and Participation

OBJECTIVE: Provide information to assist the community in understanding the transportation planning process and to maintain a community outreach and education program for the public in regard to the planning process.

TASK DESCRIPTION: Public outreach and education on the transportation planning process. The following products or activities will be the responsibility of SORTPO.

TASKS:

- 5.1 Develop outreach efforts inhouse/outsource for effectively communicating with the community about transportation planning and projects. This task includes developing request for proposals and contracting for media/video/publication projects.
- 5.2 Maintain and strengthen relationships with municipal, county, regional, state, and federal participating agencies.
- 5.3 Review and update as necessary the Public Participation Process (PPP).
- 5.4 Maintain and update through 3rd party the SORTPO website and other social media sites.
- 5.5 Review and update as necessary the Limited English Proficiency Plan (LEP).
- 5.6 Maintain and update contact lists of citizens and stakeholders to notify regarding transportation activities
- 5.7 Training, travel, webinars, and meeting attendance to support the public participation planning process.

Products and Schedule:

Product	Start	Complete	Estimated Hours
5.1 - Develop outreach materials, video, graphics, digital	1 st Quarter	4 th Quarter	300
5.2 - Maintain and strengthen relationships with municipal, county, regional, state, and federal participating agencies.	1 st Quarter	4 th Quarter	400
5.3 - Review and update as necessary the Public Participation Process (PPP).	3 rd Quarter	4 th Quarter	25
5.4 - Update the SORTPO website	1 st Quarter	4 th Quarter	150
5.5 - Review and update as necessary the Limited English Proficiency Plan (LEP).	3 rd Quarter	4 th Quarter	25
5.6 - Update contact information.	1 st Quarter	4 th Quarter	200
5.7 - Travel/Training/Webinars	1 st Quarter	4 th Quarter	90

Table 7: Public Education & Participation Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$31,895
ASCOG/SWODA Match	\$7,974
TOTAL	\$39,869



ELEMENT 6.0 - Mobility Management Program

OBJECTIVE: Increase access for southwest Oklahomans through enhanced understanding and awareness of transportation needs and coordination of transportation services.

TASK DESCRIPTION: Coordinating with transportation providers, human services agencies, and the communities to develop and implement a Mobility Management Program for southwest Oklahoma.

TASKS:

- 6.1 Implement the SORTPO Pilot Mobility Management Program (MMP). This program is a pilot project and includes developing an inventory of services available in SORTPO's region, identify projects/tasks that support the MMP, meet with transit providers, identify unmet mobility needs and develop strategies, and develop a marketing/awareness program.
- 6.2 Training, travel and attending meetings to support multi modal transportation planning.

Products and Schedule:

Product	Start	Complete	Estimated Hours
6.1 - Implement the SORTPO Mobility Management Program	1st Quarter	4 th Quarter	1700
6.2 - Travel and Training	1 st Quarter	4 th Quarter	400

Table 9: Mobility Management Program - Pilot Project

FUNDING SOURCE	FUNDING AMOUNT
FTA 5310 Funds	\$70,940

ELEMENT 7.0 – Regional Transportation Improvement Program

OBJECTIVE: Promote multimodal planning that supports the goals and objectives of the Regional Transportation Plan.

TASK DESCRIPTION: A comprehensive approach looking at all types of transportation and how they connect to each other and work together. The following products or activities will be the responsibility of SORTPO.

TASKS:

- 7.1 Development and management of the Regional Transportation Improvement Program (RTIP); including participating in statewide STIP meetings and amending RTIP as needed.
- 7.2 In coordination with Northern Oklahoma Regional Transportation Planning Organization (NORTPO) develop RTIP template and procedures.
- 7.3

Products and Schedule:

Product	Start	Complete	Estimated Hours
7.1 – RTIP Development and amendments	1st Quarter	4 th Quarter	150
7.2 – RTIP procedures development	1 st Quarter	2 nd Quarter	250
7.3 - Travel/Training/Webinars	2 nd Quarter	4 th Quarter	180

Table 8: Short Range Transportation Planning Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$27,449
ASCOG/SWODA Match	\$6,862
TOTAL	\$34,311



ACRONYMS

ADA	Americans with Disabilities Act
ASCOG	Association of South-Central Oklahoma Governments
BIL	Bureau of
FHWA	Federal Highway Administration
FY	Fiscal Year
FFY	Federal Fiscal Year
FTA	Federal Transit Administration
GIS	Geographic Information System
IIJA	Infrastructure Investment and Job Act
LEP	Limited English Proficiency
MMP	Mobility Management Program
NADO	National Association of Development Organizations
NORTPO	Northern Oklahoma Regional Transportation Planning Organization
ODOC	Oklahoma Department of Commerce
ODOT	Oklahoma Department of Transportation
PPP	Public Participation Process
PWP	Planning Work Program
RTP	Regional Transportation Plan
RTIP	Regional Transportation Improvement Program
RTPO	Regional Transportation Planning Organization
SPR	State Planning and Research
SORTPO	Southwest Oklahoma Regional Transportation Planning Organization
SWODA	South Western Oklahoma Development Authority
TAP	Transportation Alternative Program
TPB	Transportation Policy Board
TSET	Tobacco Settlement Endowment Trust
TTC	Transportation Technical Committee
USDA	United States Department of Ag

APPENDIX B: SORTPO Technical Committee Members

Britton, Danny	Western Tech Center, Business Services Director
Kerr, Rodger	City of Altus
Graham, Amy	Office of Public Safety
Hancock, Eric	Model1
Lehr, Henry	Duncan Area Economic Development Foundation
Mikesell, Jenn	Grady County TSET
Newberry, Joel	Burns Flat City Manager
Sanders, Julie	SORTPO
Tahchawwickah, Rebecca	Comanche Nation, Safety Coordinator
Vonfeldt, Cole	ODOT District 7, Maintenance Engineer
Weatherly, Basil	Citizen, Elk City
Whaley, Kim	Pathways to Healthy Living, Director
Zigler, Tom	ASCOG
* Akem, Isaac	FHWA
* Brown, Ron	ODOT District 3, Field District Engineer
* James, Christine	Lawton MPO Director
* Sharp, John	ACOG MPO

*Non Voting

Technical Committee Agency Distribution List for meeting information

NAME	ENTITY
Anderson, Paula	Caddo Nation, Transportation Director
Biavaschi, Lexie	McClain County TSET
Bookout, Shelley	USDA
Bratcher, Steve	Oklahoma Dept of Commerce
Chaney, Laura	ODOT RTPO Division
Combs, Brandie	Oklahoma State Dept of Health Region 6 Administrator
Cooper, Durell	Apache Tribe, Chairman
Craft, Jenna	Delaware Nation, Economic Development
Dotson, Deborah	Delaware Nation, Chairman
Ferguson, Ashley	Oklahoma State Dept of Health Region 1 Administrator
Foster, Sandy	Comanche County TSET
Gonzalez, Bobby	Caddo Nation, Chairman
Graham, Amy	Oklahoma Highway Safety Office
Hixson, Mike	AEP
Holman, Terry	Chickasaw Nation, Sr Manager Transportation Program
Hook, Olivia	ODOT Office Mobility and Public Transit
Jemison, Shane	Chickasaw Nation
Johnson, LaDana	Wichita Tribe
Kirkpatrick, Daryn	Oklahoma State Dept of Health Region 5 Administrator
Kuch-McCollom, Hannah	Caddo & Kiowa Counties TSET



NAME	ENTITY
Little, Ray	Oklahoma Department of Commerce
Morrison, Jeremy	Oklahoma State Dept of Health
Munn, Chris	Oklahoma State Dept of Health Region 8 Administrator
Owen, Jade	Caddo and Washita counties TSET
SpottedBird, Lawrence	Kiowa Nation Chairman
Stillwell, Brian	Comanche Nation Transit
Tahdooahnippah, Forrest	Comanche Nation, Chairperson
Tapaha, Wilma	Cheyenne -Arapaho Transit Director
Tehauno, Roger (JR)	BIA Southern Plains Region
Tsotigh, Jacob	Kiowa Tribe Vice Chairman
Ware, Lori	Fort Sill Apache, Chairman
Wassana, Reggie	Cheyenne Arapaho Tribes
Weryackwe, David	Fort Sill Apache, Transportation Director

APPENDIX C: SORTPO Policy Board Members

NAME	ENTITY
Almquist, Brent	ODOT District 5
Adams, Shawn	Caddo Kiowa Tech
Archer, Anita	Elk City Citizen
Barry, Ed	Washita County Commissioner Appt
Callahan, Joe	Oklahoma Space Industrial Authority (OSIDA)
Demel, Sam	Purcell, City Manager
Earp, Jay	ODOT District 7 Engineer
Glasgow, Debora	SWODA Executive Director
Martin, Devin	Farmrail System
Miller, Lyle	Custer County Commissioner
Roggow, Lyle	Duncan Area Economic Development Foundation
Smith, Sharee	Red River Transit
Wallace, Mike	Jackson County Commissioner
Winkler, Dale	Sterling Mayor
Zigler, Tom	ASCOG
Almquist, Brent	ODOT District 5 Engineer
*Akem, Isaac	FHWA
*Brown, Ron	ODOT District 3, Field District Engineer
*Non-Voting	

Policy Board Distribution List for meeting information

NAME	ENTITY
Anderson, Paula	Caddo Nation, Transportation Director
Biavaschi, Lexie	McClain County TSET
Bookout, Shelley	USDA
Bratcher, Steve	Oklahoma Dept of Commerce

NAME	ENTITY
Chaney, Laura	ODOT RTPO Division
Combs, Brandie	Oklahoma State Dept of Health Region 6 Administrator
Cooper, Durell	Apache Tribe, Chairman
Craft, Jenna	Delaware Nation, Economic Development
Dotson, Deborah	Delaware Nation, Chairman
Ferguson, Ashley	Oklahoma State Dept of Health Region 1 Administrator
Foster, Sandy	Comanche County TSET
Gonzalez, Bobby	Caddo Nation, Chairman
Graham, Amy	Oklahoma Highway Safety Office
Hixson, Mike	AEP
Holman, Terry	Chickasaw Nation, Sr Manager Transportation Program
Hook, Olivia	ODOT Office Mobility and Public Transit
Jemison, Shane	Chickasaw Nation
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Tsotigh, Jacob	Kiowa Tribe Vice Chairman
Ware, Lori	Fort Sill Apache, Chairman
Wassana, Reggie	Cheyenne Arapaho Tribes
Weryackwe, David	Fort Sill Apache, Transportation Director

**SORTPO TRANSPORTATION POLICY BOARD
AGENDA ITEM COMMENTARY
September 26, 2024**

Agenda Title: Discuss and approve the FFY 2025 Joint Certification.

Background: Annually the SORTPO Transportation Policy Board must certify to the Oklahoma Department of Transportation (ODOT) that the transportation planning process is being carried out in a continuing, cooperative, and comprehensive transportation planning process is in accordance with application federal requirements. The certification also summarizes key activities that were accomplished during the previous federal fiscal year.

Attachment: Annual Joint Certification

Recommended Action: Approve the FFY 2025 Joint Certification.

JOINT CERTIFICATION STATEMENT FOR SOUTHWEST OKLAHOMA REGIONAL TRANSPORTATION PLANNING ORGANIZATION PROCESS BY THE OKLAHOMA DEPARTMENT OF TRANSPORTATION.

1. Memorandum of Understandings has been executed and submitted to Oklahoma Department of Transportation for Southwest Oklahoma Regional Transportation Planning Organization (SORTPO). This memorandum is to conduct the comprehensive, cooperative, and continued efforts of the regional transportation planning process. No complaints concerning the agreement were raised during the previous year. Therefore, no changes to this agreement are anticipated.
2. The South Western Oklahoma Development Authority (SWODA) was awarded funding to continue transportation planning through the FFY 2024-2025 funding agreement.
3. The organizational structure for guidance of SORTPO Regional Transportation Planning Process, as set forth in the Memorandum of Understanding, involves the Council of Governments (COGs) whose membership and responsibilities are detailed in the Planning Work Program (PWP). SORTPO will send to ODOT, transportation plans, policies, and implementation programs for review and endorsement.
4. In FFY 2024, the SORTPO Policy Board approved transportation planning grants for the city of Marlow and Comanche.
5. The SORTPO website as part of the RAISE Grant was reformatted and updated to add mapping, data, grants, and other resources.
6. The FFY 2024-2025 Planning Work Program for all participating COGs within SORTPO was compiled and completed and sent to Oklahoma Department of Transportation.
7. The SORTPO staff in FFY 2024:
 - a. Developed request for proposal for a consultant to develop the Regional Transportation funded by the FFY 2022 RAISE grant.
 - b. Interview consultants for the Regional Transportation Plan development, developed contract and awarded contract.
 - c. Monitor work product of consultant: RTP, Public Participation Plan, Website Update, meetings, Walkability Facilitator Training meeting.
 - d. Participated in the statewide committees to include: ODOT Active Living Plan, Strategic Highway Safety Plan, EV Plan.
 - e. Distributed information to local governments, health departments, chambers of commerce and media on the Transportation Alternative Program and other grants.
 - f. Implemented Mobility Management pilot program in 16 counties.
 - g. Presented information at the National Rural Transportation / NADO Transportation conference.
8. Maintained partnership between SORTPO and ODOT.
9. SORTPO hereby certifies that it is conducting a continuing, cooperative, and comprehensive transportation planning process for the area in accordance with the applicable requirements of:



SORTPO ANNUAL JOINT CERTIFICATION STATEMENT

- a. 23 U.S.C.134,49 U.S.C. 5303, and this subpart. Sections 174 and 176(c) and (d) of the Clean Air Act, as Amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93.
- b. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21.
- c. 49 U.S.C. 5332, prohibiting discrimination based on race, color, creed, national origin, sex, or age in employment or business opportunity.
- d. Section 1101(b) of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) (Pub. L 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises (DBEs) in USDOT funded projects.
- e. 23 CFR part 230 regarding the implementation of an equal employment opportunity program on federal and federal-aid highway construction contracts.
- f. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et. seq.) and 49 CFR parts 27, 37 and 38.
- g. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination based on age in programs or activities receiving federal financial assistance.
- h. Section 324 of Title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- i. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.
- j. In FFY 2023, emphasis will be in the following areas: Development of the Regional Long-Range Plan, implementation of the Mobility Management Program and revision of the Public Participation Plan.

Based upon the enumerations mentioned above, Oklahoma Department of Transportation and SORTPO declare that the planning process is an effective, ongoing, comprehensive, continuing, cooperative transportation planning process addressing the key issues facing the Regional Transportation Planning Area and is being conducted according to all applicable laws and regulations.

Approved this _____ day of _____, 20____

Southwest Oklahoma Regional Transportation Planning Organization SORTPO:

_____, SORTPO Transportation Policy Board

OKLAHOMA DEPARTMENT OF TRANSPORTATION

Recommended:

Approved:

Laura Chaney, Multimodal & Planning
Division, Manager

Deputy Director Dawn Sullivan

**SORTPO TRANSPORTATION POLICY BOARD
AGENDA ITEM COMMENTARY
September 26, 2024**

Agenda Title: Receive update on Regional Transportation Plan and provide comments.

Background: Development of the 2045 Regional Transportation Plan (RTP) has progressed in several key areas.

- **Data and Mapping:** The team has made substantial strides in compiling and analyzing data for the RTP. Chapter 2 data and mapping collection and development is ongoing (Attachment A identifies the data and maps included in this chapter).
- **Branding and Logo:** Work on the RTP's branding has also advanced. A new logo and branding strategy were created to ensure that RTP is easily recognizable and effectively communicates its objectives. This new branding will help in promoting public awareness and engagement with the plan. (Attachment B)
- **Frequently ask questions handout developed (Attachment C)**
- **Draft survey questions (Attachment D) to collect input for the 2045 Forward: Moving People and Goods Across Southwest Oklahoma (RTP).**
- **Meetings:** Tribal meetings, stakeholder meetings, public meetings.

Attachment: PowerPoint Presentation.

Recommended Action: Receive information on the development of the 2045 Regional Transportation Plan and provide recommendations.



Forward 45

Moving People and Goods Across Southwest Oklahoma

Introduction	Error! Bookmark not defined.
Demographic & Socioeconomic Factors	Error! Bookmark not defined.
Demographic Trend Analyses.....	Error! Bookmark not defined.
Population Growth	Error! Bookmark not defined.
Population by Age	Error! Bookmark not defined.
Population by Race.....	Error! Bookmark not defined.
Socioeconomic Factors.....	Error! Bookmark not defined.
Median Household Income	Error! Bookmark not defined.
Vehicle Availability	Error! Bookmark not defined.
Home Ownership and Rental Occupancy	Error! Bookmark not defined.
Limited English Proficiency.....	Error! Bookmark not defined.
Disability Status	Error! Bookmark not defined.
Veteran Population	Error! Bookmark not defined.
Transportation System	Error! Bookmark not defined.
Assets.....	Error! Bookmark not defined.
Roadways	Error! Bookmark not defined.
Bridges.....	Error! Bookmark not defined.
Aviation	Error! Bookmark not defined.
Travel	Error! Bookmark not defined.
Vehicle Miles Traveled	Error! Bookmark not defined.
Average Annual Daily Traffic	Error! Bookmark not defined.
Volume-to-Capacity.....	Error! Bookmark not defined.
Travel Time Reliability	Error! Bookmark not defined.
Condition	Error! Bookmark not defined.
Pavement Condition.....	Error! Bookmark not defined.
Bridge Condition.....	Error! Bookmark not defined.
Transit.....	Error! Bookmark not defined.
Transit Providers	Error! Bookmark not defined.
Transit Ridership.....	Error! Bookmark not defined.
Transit Asset Condition	Error! Bookmark not defined.
Economy & Freight	Error! Bookmark not defined.
Economic Analyses	Error! Bookmark not defined.
Economic sector analysis	Error! Bookmark not defined.
Employment	Error! Bookmark not defined.

Land Use **Error! Bookmark not defined.**

Freight Analyses **Error! Bookmark not defined.**

 Freight System..... **Error! Bookmark not defined.**

 Freight Movement..... **Error! Bookmark not defined.**

 Truck-Specific Issues..... **Error! Bookmark not defined.**

Environment, Equity, and Health & Safety **Error! Bookmark not defined.**

 Environment Analyses..... **Error! Bookmark not defined.**

 Electric Vehicles..... **Error! Bookmark not defined.**

 Other Alternative Fuels **Error! Bookmark not defined.**

 Resilience..... **Error! Bookmark not defined.**

 Equity Analyses..... **Error! Bookmark not defined.**

 Persistent Poverty **Error! Bookmark not defined.**

 Disadvantaged Areas..... **Error! Bookmark not defined.**

 Health & Safety Analysis..... **Error! Bookmark not defined.**

 Active Transportation..... **Error! Bookmark not defined.**

 Safety..... **Error! Bookmark not defined.**

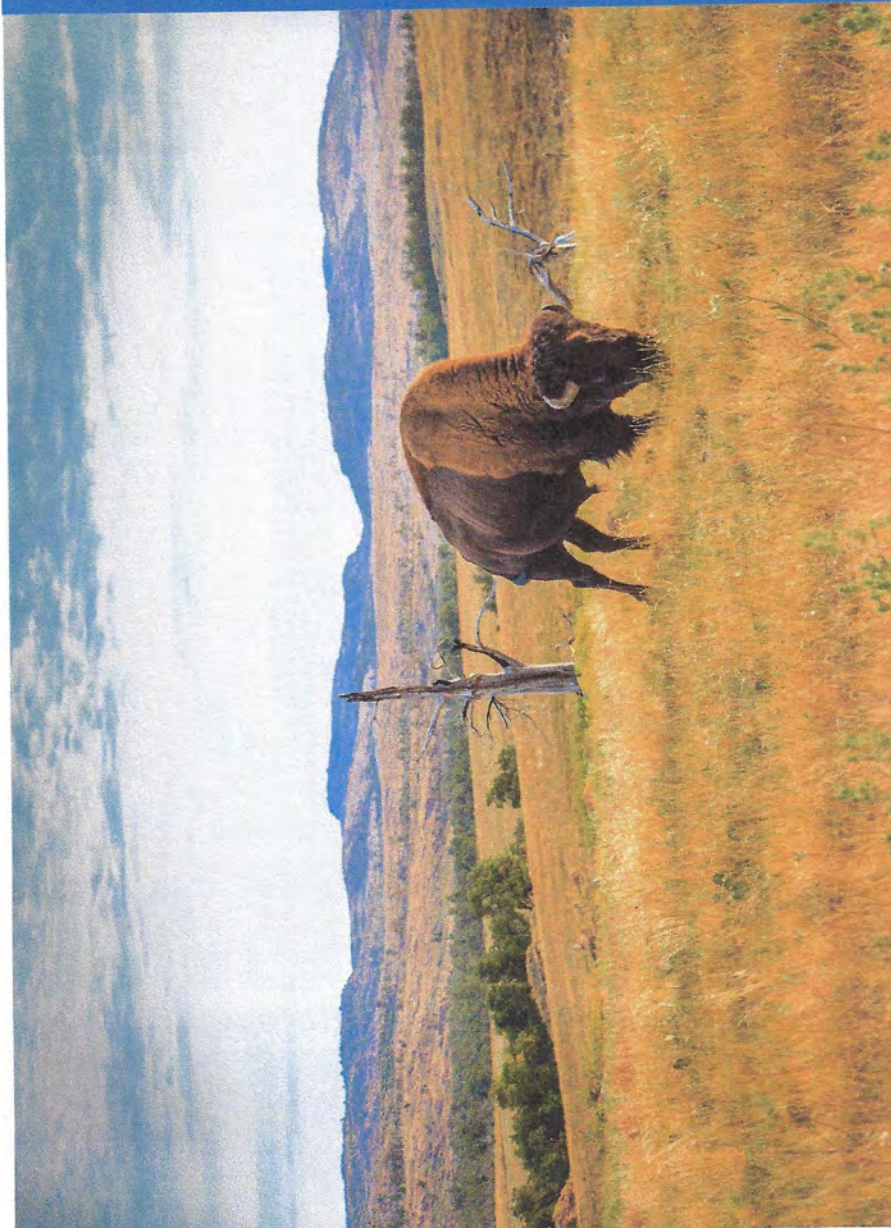
 Health **Error! Bookmark not defined.**

Conclusion/Next Steps **Error! Bookmark not defined.**



Forward 45

Moving People and Goods Across Southwest Oklahoma



Regional Transportation Plan 2045 Development Update



New Logo



Forward 45

Moving People and Goods Across Southwest Oklahoma



New Logo



Forward 45

Moving People and Goods Across Southwest Oklahoma

Forward 45

Moving People and Goods Across Southwest Oklahoma



Branding

- Web portal URL:
- Forward45.com is registered and ready to use
- info@Forward45.com email address will be active September 23rd



What is Forward 45 RTP

Forward 45 is a Regional Transportation Plan (RTP) being developed by the Southwest Regional Transportation Planning Organization (SORTPO) that will provide guidance to key questions concerning all modes of transportation across the Southwest region. It focuses on transportation safety, conditions, needs, quality of life, environment, and priorities, forecasting 20 years into the future. This plan will serve as a comprehensive resource for the public and local officials, as well as state and federal officials offering access to transportation analysis, assessments, and resources that support transportation planning and decision-making. The plan will identify the region's goals, strategies, and funding opportunities for existing and future projects to both enhance and maintain the transportation system to better serve our region.

Forward 45

Moving People and Goods Across Southwest Oklahoma



Forward 45 Goals & Objectives

- **Safety** - Improve the safety of the region's transportation system
- **Preservation** - Preserve and improve the condition and longevity of Southwest Oklahoma's multimodal transportation system
- **Quality of Life** - Deliver a transportation system that supports Southwest Oklahoman's quality of life
- **Economy** - Deliver a transportation system that supports Southwest Oklahoma's economy
- **Environment** - Minimize and mitigate the transportation system's impact on the environment



What does the Forward 45 plan do?

The Forward 45 plan ensures that our future transportation network can accommodate growth, enhance accessibility, and improve the overall quality of life in the region. It also sets the groundwork for securing state, federal, and other funding sources by demonstrating a clear need with a consistent planning framework.



Existing Conditions & Future Growth Trends

➤ Update: Sydney Joseph – High Street



Forward 45

Forward 45 RTP Survey Questions

(10)

Forward 45

Moving People and Goods Across Southwest Oklahoma



Transportation Priorities

What is most important to you?

Rank 1 - 7



- Improve roadway safety
- Improve technology
- Support the movement of freight (rail, air, truck)
- Reduce traffic congestion
- Improve walking and biking facilities (sidewalks, bike lanes, multi-use paths)
- Improve Public Transit Services
- Maintain what we have (existing roads and bridges)

Forward 45

Moving People and Goods Across Southwest Oklahoma



Transportation Investment \$

Where would you spend the money? : Trade Off using coins by dragging coins to where you would allocate resources –You have \$100,000 to spend on the following.



- Maintenance (existing roads and bridges)
- Improve existing system (add shoulders, build new roads & bridges)
- Construct sidewalks, bike lanes, multi use paths
- Improve transit services (increase busing and stop locations)
- Technology infrastructure (autonomous and connected vehicles, alternative fuels, electric vehicle charging stations)

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Personal Travel

What is your main form of transportation?

- Passenger vehicle (car, truck, SUV)
- Motorcycle
- Bus /Transit
- Bike
- Walking
- Family or friend (car share)
- Ride share (Uber, Lyft)
- Other - please specify _____

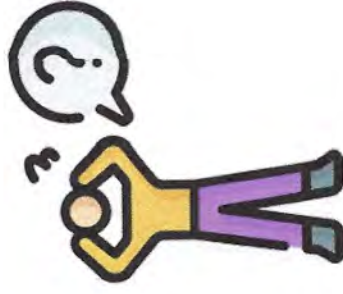




Transportation Challenges

What transportation related difficulties have you experienced in the past year? Check all that apply.

- No public transit service
- Can't afford fuel or pay for transit services
- Transit schedules are too limited
- Too far to walk
- Can not get a ride
- Do not own a vehicle
- Other _____
- Does not apply





Destination Challenges

What locations have you experienced problems getting to?
Check all that apply.

- Health Care (Doctor, Optometrist, dental, etc.)
- Mental Health
- Social Services
- Child daycare
- Work
- School
- Grocery shopping
- Social activities (entertainment, recreation)
- Other – please explain _____





Environmental Resilience

How important is it to study a variety of solutions for reducing the impact of natural threats such as wildfires, flooding, erosion, tornadoes, and extreme heat on transportation infrastructure (including highways, bridges, local roads, and rail)?

- Very important
- Somewhat important
- Neutral
- Somewhat unimportant
- Not important at all





What Areas Need Improvement?

- This map is interactive and will show all 16 counties in the SORTPO, SWODA & ASCOG Region with icons the user can place on the map along with an option to add more information.
- Icons will include: **Safety, Maintenance, Bike / Pedestrian, Congestion, Public Transit, Other?**.



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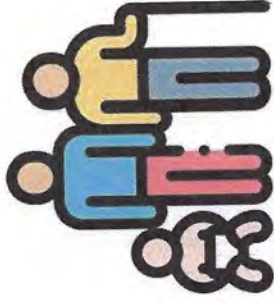
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What Is Your Age Range

**Please Note: The following question about demographic details help in understanding patterns and trends for future transportation planning.*

- 16-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65 year or older
- Prefer not to say





Annual Income

***Please Note: The following question about demographic details help in understanding patterns and trends for future transportation planning.**

- Less than \$20,000
- \$20,000 to \$40,000
- \$40,000 to \$60,000
- \$60,000 to \$80,000
- \$80,000 to \$120,000
- \$120,000 +
- Prefer not to say





What Race Group Do You Most Identify With?

**Please Note: The following question about demographic details help in understanding patterns and trends for future transportation planning.*

- American Indian / Alaskan Native
- Asian
- Black / African American
- Caucasian / White
- Native Hawaiian or Other Pacific Islander
- If other, please provide: _____
- Prefer not to say

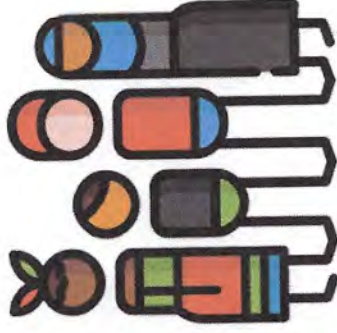




What is you Ethnicity?

***Please Note: The following question about demographic details help in understanding patterns and trends for future transportation planning.**

- Hispanic / Latino
- Non Hispanic / Latino
- Prefer not to say





What do you think?

In one word describe your County transportation system.





Wrap Up

- What is your Zip code? _____
- “YOUR VOICE IS IMPORTANT”**
- If you would like to stay involved, please share your email address.
 - Would you like to share your thoughts about planning for the future of transportation in the Southwest region? **Email: info@Forward45.com**

Review & Submit

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Moving People and Goods Across Southwest Oklahoma



Public Outreach

- Press Releases about Forward 45 on upcoming meetings starting October 1st
- Be looking out for the email from Forward 45 Regional Transportation Plan
- 182,000 active email addresses that will include links to Forward 45 Website, Meeting Locations, and Survey Questions

MEETING DATE2	Meeting Time	City	County	Meeting Location	Type of Meeting	Meeting Address
8-Oct	10:00am to 11:30am	Ada		Chickasaw Nation Community Center	Tribal Stakeholder Meeting	700 N. Mississippi Ada, Oklahoma 74820
9-Oct	1:30pm to 3:00pm	Duncan	Stephens	Red River Technology Center	Stakeholder Meeting	3300 W. Bois D' Arc Duncan, OK 73533
9-Oct	5:00pm to 6:30pm	Duncan	Stephens	Red River Technology Center	Public meeting	3300 W. Bois D' Arc Duncan, OK 73533
10-Oct	1:30pm to 3:00pm	Ft. Cobb	Caddo	Caddo Kiowa Technology Center	Tribal Stakeholder Meeting	415 N. 7th Fort Cobb, OK 73038
10-Oct	5:00pm to 6:30pm	Anadarko	Caddo			TBD
17-Oct	1:30pm to 3:00pm	Weatherford	Custer	Tom Stafford Museum	Stakeholder Meeting	3000 Logan Rd, Weatherford, OK 73096
17-Oct	5:00pm to 6:30pm	Weatherford	Custer		Public meeting	TBD
22-Oct	5:00pm to 6:30pm	Elk City	Beckham	Arrow Head Center	Public Meeting	600 Western Dr, Elk City, OK 73644
24-Oct	5:00pm to 6:30pm	Chickasha	Grady	City Hall	Public Meeting	117 N 4th Chickasha, OK 73018
28-Oct	5:00pm to 6:30pm	Purcell	McClain	Multi Purpose Center	Public Meeting	1400 Chandler Rd, Purcell, OK 73080
29-Oct	5:00pm to 6:30pm	Cheyenne	Roger Mills	City Hall or Library	Public Meeting	Library: 201 Cearlock Ave, Cheyenne, OK 73628
4-Nov	5:00pm to 6:30pm	Mangum	Greer	Chamber Bulding Welcome Center	Public Meeting	222 W Jefferson St, Mangum, OK 73554

MEETING DATE2	Meeting Time	City	County	Meeting Location	Type of Meeting	Meeting Address
7-Nov	5:00pm to 6:30pm	Hobart	Harmon	Western Technology Center	Public Meeting	1000 S Bailey St. Hobart, OK 73651
12-Nov	5:00pm to 6:30pm	Hollis	Kiowa	City Hall	Public Meeting	208 Jones St, Hollis, OK 73550
14-Nov	5:00pm to 6:30pm	Altus	Jackson	Southwest Technology Center	Public Meeting	711 W Tamarack Rd, Altus, OK 73521
19-Nov	5:00pm to 6:30pm	Waurika	Jefferson	Presbyterian Church	Public Meeting	124 W Broadway, Waurika, OK 73573
21-Nov	5:00pm to 6:30pm	Frederick	Tillman	Civic Center	Public Meeting	110 S. 17th Frederick, OK
3-Dec	5:00pm to 6:30pm	Walters	Cotton	Cotton Electric Civic Room	Public Meeting	302 N Broadway St, Walters, Oklahoma 73572
5-Dec	5:00pm to 6:30pm	Elgin	Comanche	Community Center	Public Meeting	801 1st Street, Elgin, OK 73538
10-Dec	5:00pm to 6:30pm	Burns Flat	Washita	SWODA Office	Public Meeting	420 Sooner Rd., Burns Flat 73624
17-Dec	5:00 pm to 6:30pm	Newcastle	McClain & northern Grady		Public Meeting	Newcastle



Questions



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**SORTPO TRANSPORTATION POLICY BOARD
AGENDA ITEM COMMENTARY
September 26, 2024**

Agenda Title: Discuss and approve Calendar Year 2025 meeting dates for the SORTPO Transportation Technical Committee and SORTPO Transportation Policy Board.

Background: Annually by December, scheduled meeting dates must be determined and approved to meet posting requirements with the county clerk per the Oklahoma Open Meeting Act.

- SORTPO Transportation Technical Committee regular scheduled meetings are monthly on the 2nd Wednesday at 10:00 am. There are no regular scheduled meetings for the months of July and December, however special meetings may be called as necessary.
- SORTPO Transportation Policy Board's regular scheduled meetings are monthly on the 4th Thursday at 10:00 am, with the meeting in November scheduled for the 3rd Thursday. There are no regular scheduled meetings for the months of July and December, however special meetings may be called as necessary.

Attachment: 2025 Calendar of meetings SORTPO Technical Committee and 2025 Calendar of meetings SORTPO Policy Board.

Recommended Action: Calendar Year 2025 meeting dates for the SORTPO Transportation Technical Committee and SORTPO Transportation Policy Board.



SOUTHWEST OKLAHOMA REGIONAL TRANSPORTATION PLANNING ORGANIZATION

NOTICE OF SCHEDULE OF MEETINGS FOR CALENDAR YEAR 2025 SORTPO TRANSPORTATION POLICY BOARD

DATE	TIME	PLACE OF MEETING	
		SWODA Office 400 Sooner Dr. Burns Flat, OK 73624	Red River Technology Center 3300 Bois D'Arc Duncan, OK 73533
Thursday, January 23, 2025	10:00 AM	Conference Room	JD Morris Bldg., Room 514
Thursday, February 27, 2025	10:00 AM	Conference Room	JD Morris Bldg., Room 514
Thursday, March 27, 2025	10:00 AM	Conference Room	JD Morris Bldg., Room 514
Thursday, April 24, 2025	10:00 AM	Conference Room	JD Morris Bldg., Room 514
Thursday, May 22, 2025	10:00 AM	Conference Room	JD Morris Bldg., Room 514
Friday, June 27, 2025	10:00 AM	Conference Room	JD Morris Bldg., Room 514
Thursday, August 28, 2025	10:00 AM	Conference Room	JD Morris Bldg., Room 514
Thursday, September 25, 2025	10:00 AM	Conference Room	JD Morris Bldg., Room 514
Thursday, October 23, 2025	10:00 AM	Conference Room	JD Morris Bldg., Room 514
Thursday, November 20, 2025	10:00 AM	Conference Room	JD Morris Bldg., Room 514